

# AUTO CR - LOG SUMMARY #1067989

TYPE: CR

## Incident Finding / Overall Case Finding

Description of Incident	Finding	Entered By	Entered Date
(None Entered)			

## Reporting Party Information

	Role	Name	Star No.	Emp No.	UOA / UOD	Position	Sex	Race	Address	Phone
CPD Employee	Reporting Party Third Party	SANDERS, TRACEY C			123 /	SERGEANT OF POLICE	F	BLK		

## Incident Information

Incident From Date/Time	Address of Incident	Beat	Dist. Of Occurrence	Location Code	Location Description
13-MAR-2014 07:52 - 13-MAR-2014 07:52	3510 S MICHIGAN AVE, CHICAGO, IL 60653	0213	002	280 - POLICE FACILITY/VEH	PARKING LOT

## Accused Members

	Role	Name	Star No.	Emp No.	UOA / UOD	Position	Status	Initial / Intake Allegation
CPD Employee	Accused	GARCIA-CRUZ, VIRGINIA			123 /	MGR POLICE PERSONNEL	ON Duty	It is reported that the accused was insubordinate towards the victim/Director Tracy Ladner by sending e-mail messages regarding forwarding a personnel order as she requested the accused to do so. It is reported that the accused sent an e-mail to the victim stating, "And you as well, well had I had the answer when you told me to do the A-form, I would not need it."

## Other Involved Parties

	Role	Name	Star No.	Emp No.	UOA / UOD	Position	Sex	Race	Address	Phone
CPD Employee	Victim/Subject	LADNER, TRACEY R			123 /	DIRECTOR OF HUMAN RESOURCES	F	BLK		

## Involved Party Associations

Role	Rep. Party Name	Related Person	Relationship
Reporting Party Third Party			CO-WORKER
Reporting Party Third Party			CO-WORKER

## Incident Details

CR Required?		Manner Incident Received?	PAX
Confidential?		Biased Language?	N
Extraordinary Occurrence?	N	Bias Based Profiling?	N
Police Shooting (U)?	N	Alcohol Related?	N
Non Disciplinary Intervention:	N	Pursuit Related?	N
Initial Assignment:	IAD	Violence in Workplace?	N
Notify IAD Immediately?	N	Domestic Violence?	N
EEO Complaint No.:			
Civil Suit No.:		Civil Suit Settled Date:	
Notify Chief Administrator?	N	Notify Chief?	
Notify Coordinator?		Notification Does Not Apply?	Y
Notification Other?	N		
Notification Comments:			

## Incident Category List

## Incident Category List

Incident Category	Primary?	Initial?
10M - GROUP 10 - OPERATION/PERSONNEL VIOLATIONS (ON DUTY) INSUBORDINATION	Y	Y
10M - GROUP 10 - OPERATION/PERSONNEL VIOLATIONS (ON DUTY) INSUBORDINATION	Y	N

## Investigator History

Investigator	Type	Assigned Team	Assigned Date	Scheduled End Date	Investigation End Date	No. of Days
MURPHY, MICHAEL	Primary	GENERAL INVESTIGATION SECTION	03-SEP-2014	03-OCT-2014	03-SEP-2014	0
MURPHY, MICHAEL	Primary	GENERAL INVESTIGATION SECTION	25-MAR-2014	21-SEP-2014	03-SEP-2014	162
BRODERDORF, RAY	Supervisor	GENERAL INVESTIGATION SECTION	03-APR-2014	03-MAY-2014	09-JUL-2014	
O KELLY, PATRICK	Supervisor	GENERAL INVESTIGATION SECTION	09-JUL-2014	08-AUG-2014	03-SEP-2014	
O KELLY, PATRICK	Supervisor	GENERAL INVESTIGATION SECTION	25-MAR-2014	24-APR-2014	03-APR-2014	
O KELLY, PATRICK	Supervisor	GENERAL INVESTIGATION SECTION	03-SEP-2014	03-OCT-2014	03-SEP-2014	

## Extension History

Name	Previous Scheduled End Date	Extended Scheduled End Date	Date Certified Letter Sent	Reason Selected	Explanation	Extension Report Date	Approved By	Approved Date	Approval Comments
MURPHY, MICHAEL	22-AUG-2014	21-SEP-2014		OTHER (DESCRIBE)	R/Sgt requests extension in order to interview the accused on 21 August 2014.	20-AUG-2014	O KELLY, PATRICK	20-AUG-2014	
MURPHY, MICHAEL	23-JUL-2014	22-AUG-2014	03-JUL-2014	COMPLAINANT /WITNESS UNAVAIL. FOR INTERVIEW (NAME,REASON)	R/Sgt attempted to contact the complainant, Tracey LADNER, on 03 July 2014. Upon return from furlough on 29 July 2014 R/Sgt received a signed Domestic Return Receipt from the certified letter but as of to date has not been contacted by LADNER. R/Sgt requests an extension in order to obtain a report from the accused, Virginia GARCIA, and possible witness Sgt. Tracey SANDERS.	29-JUL-2014	O KELLY, PATRICK	29-JUL-2014	
MURPHY, MICHAEL	23-JUN-2014	23-JUL-2014	03-JUL-2014	COMPLAINANT /WITNESS UNAVAIL. FOR INTERVIEW (NAME,REASON)	R/Sgt attempted to contact the complainant, Tracey LADNER, on 03 July 2014. Upon return from furlough on 29 July 2014 R/Sgt received a signed Domestic Return Receipt from the certified letter but as of to date has not been contacted by LADNER. R/Sgt requests an extension in order to obtain a report from the accused, Virginia GARCIA, and possible witness Sgt. Tracey SANDERS.	29-JUL-2014	O KELLY, PATRICK	29-JUL-2014	
MURPHY, MICHAEL	24-MAY-2014	23-JUN-2014	03-JUL-2014	COMPLAINANT /WITNESS UNAVAIL. FOR INTERVIEW (NAME,REASON)	R/Sgt attempted to contact the complainant, Tracey LADNER, on 03 July 2014. Upon return from furlough on 29 July 2014 R/Sgt received a signed Domestic Return Receipt from the certified letter but as of to date has not been contacted by LADNER. R/Sgt requests an extension in order to obtain a report from the accused, Virginia GARCIA, and possible witness Sgt. Tracey SANDERS.	29-JUL-2014	O KELLY, PATRICK	29-JUL-2014	
MURPHY, MICHAEL	24-APR-2014	24-MAY-2014	03-JUL-2014	OTHER (DESCRIBE)	R/Sgt attempted to contact the complainant, Tracey LADNER, on 03 July 2014. Upon return from furlough on 29 July 2014 R/Sgt received a signed Domestic Return Receipt from the certified letter but as of to date has not been contacted by LADNER. R/Sgt requests an extension in order to obtain a report from the accused, Virginia GARCIA, and possible witness Sgt. Tracey SANDERS.	29-JUL-2014	O KELLY, PATRICK	29-JUL-2014	

## Current Allegations

Accused Name	Seq. No.	Allegation	Category	Subcategory	Finding
GARCIA-CRUZ, VIRGINIA	2	Director of Chicago Police Department Human Resources Tracey R. LADNER alleges that on 13 March 2014 between the hours of 0700 and 1600 the accused, Chicago Police Department Human Resources Manager Virginia GARCIA, Employee 22410 was insubordinate when after LADNER told the accused to meet with her when LADNER got into work on 13 March 2014 and the accused failed to do so.	010 GROUP 10 - OPERATION/PERSONNEL VIOLATIONS (ON DUTY)	INSUBORDINATION	UNFOUNDED
GARCIA-CRUZ, VIRGINIA	1	Director of Chicago Police Department Human Resources Tracey R. LADNER alleges that on 13 March 2014 between the hours of 0752 and 0809 the accused, Chicago Police Department Human Resources Manager Virginia GARCIA, Employee 22410 was insubordinate in her e-mail messages to LADNER.	010 GROUP 10 - OPERATION/PERSONNEL VIOLATIONS (ON DUTY)	INSUBORDINATION	UNFOUNDED

## Situations (Allegation Details)

Accused Name	Alleg. No.	Situation	Victim/Offender Armed?	Weapon Types	Weapon Other	Weapon Recovered?	Deceased?
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## Status History

Resulting Status	Status Date/Time	Created By	Position	UOA / UOD	Comments
CLOSED/FINAL	11-OCT-2014 06:27	HIXSON, BRIGID	POLICE OFFICER	121 /	
PENDING IMPLEMENT ACTION	10-OCT-2014 06:37	HIXSON, BRIGID	POLICE OFFICER	121 /	
PENDING REVIEW AFTER COMMAND CHANNEL (I.A.D.)	09-OCT-2014 03:22	WILLIAMS, EUGENE	CHIEF	120 /	
PENDING COMMAND CHANNEL REVIEW	08-OCT-2014 02:23	SHEAR, MARVIN	DEP CHIEF	120 /	
PENDING COMMAND CHANNEL REVIEW	09-SEP-2014 02:10	SUSNIS, MAUREEN	SERGEANT OF POLICE	121 /	
PENDING ADVOCATE REVIEW	09-SEP-2014 01:19	HIXSON, BRIGID	POLICE OFFICER	121 /	
PENDING REVIEW INCIDENT (I.A.D./DISTRICT USE)	03-SEP-2014 11:52	O KELLY, PATRICK	SERGEANT OF POLICE	121 /	
PENDING LIEUTENANT REVIEW	03-SEP-2014 10:58	MURPHY, MICHAEL	SERGEANT OF POLICE	121 /	
PENDING INVESTIGATIVE REVIEW	03-SEP-2014 10:58	MURPHY, MICHAEL	SERGEANT OF POLICE	121 /	
PENDING INVESTIGATION	03-SEP-2014 10:57	O KELLY, PATRICK	SERGEANT OF POLICE	121 /	
PENDING LIEUTENANT REVIEW	03-SEP-2014 10:54	MURPHY, MICHAEL	SERGEANT OF POLICE	121 /	
PENDING INVESTIGATIVE REVIEW	03-SEP-2014 10:53	MURPHY, MICHAEL	SERGEANT OF POLICE	121 /	
PENDING INVESTIGATION	25-MAR-2014 02:40	SPELLMAN, JOHN	SERGEANT OF POLICE	121 /	
PENDING ASSIGN INVESTIGATOR	20-MAR-2014 04:26	CLARK, SUSAN	LIEUTENANT OF POLICE	121 /	 Type Changed from INFO to CR on 20-MAR-2014 16:26 by CLARK, SUSAN
PENDING APPROVE TEAM	20-MAR-2014 01:31	WATSON, JOHN	POLICE OFFICER	121 /	
PENDING ASSIGN TEAM	18-MAR-2014 12:11	DUNN, BRENDA	SERGEANT OF POLICE	121 /	assign to GIS
PENDING APPROVE TEAM	17-MAR-2014 09:29	WATSON, JOHN	POLICE OFFICER	121 /	
PENDING ASSIGN TEAM	14-MAR-2014 03:26	HITT, MARK	SUPERVISING INV COPA	113 /	
PENDING SUPERVISOR REVIEW	14-MAR-2014 02:47	HEARD, LORRAINE	POLICE AIDE	716 / 113	
PRELIMINARY	14-MAR-2014 01:38	HEARD, LORRAINE	POLICE AIDE	716 / 113	

## Attachments

No.	Type	Related Person	No. of Pages	Narrative	Original in File	Entered By	Entered Date/Time	Status	Approve Content	Approve Inclusion
1	FACE SHEET					HEARD, LORRAINE	14-MAR-2014 01:38			
1	INVESTIGATION					MURPHY, MICHAEL	26-MAR-2014 09:59			
2	CONFLICT CERTIFICATION					MURPHY, MICHAEL	26-MAR-2014 09:59			
3	DOCUMENTS - INVESTIGATION		1	NOT Required	Y	MURPHY, MICHAEL	03-JUL-2014 10:54	APPROVED		
4	DOCUMENTS - INTAKE INCIDENT		1	Sgt. Sanders #1271	N	HEARD, LORRAINE	14-MAR-2014 02:35	APPROVED		

## Attachments

No.	Type	Related Person	No. of Pages	Narrative	Original in File	Entered By	Entered Date/Time	Status	Approve Content	Approve Inclusion
5	DOCUMENTS - INTAKE INCIDENT		2	E-mail messages from the accused and victim	N	HEARD, LORRAINE	14-MAR-2014 02:36	APPROVED		
6	DOCUMENTS - INVESTIGATION		1	Log Investigation Notification to the Civilian Accused Virginia GARCIA 01 April 2014 To-From	Y	MURPHY, MICHAEL	03-JUL-2014 11:06	APPROVED		
7	DOCUMENTS - INVESTIGATION		1	Complainant Tracey LADNER 03 Jul 2014	Y	MURPHY, MICHAEL	03-JUL-2014 11:08	APPROVED		
8	DOCUMENTS - INVESTIGATION		2	Certified letter to LADNER 03 July 2014	Y	MURPHY, MICHAEL	03-JUL-2014 11:08	APPROVED		
9	DOCUMENTS - INVESTIGATION		1		Y	MURPHY, MICHAEL	29-JUL-2014 11:45	APPROVED		
10	DOCUMENTS - INVESTIGATION		1	Certified Letter Domestic Return Receipt	Y	MURPHY, MICHAEL	29-JUL-2014 11:46	APPROVED		
11	DOCUMENTS - INVESTIGATION		1	Interview scheduled for 11 Aug 2014 with complainant Tracey LADNER	Y	MURPHY, MICHAEL	01-AUG-2014 01:05	APPROVED		
12	DOCUMENTS - INVESTIGATION		1	Reschedule LADNER's appt. to 13 Aug 2014 at 0730 hours.	Y	MURPHY, MICHAEL	11-AUG-2014 11:25	APPROVED		
13	DOCUMENTS - INVESTIGATION		2	B.A. Service request for emails between LADNER and GARCIA	Y	MURPHY, MICHAEL	11-AUG-2014 01:39	APPROVED		
14	DOCUMENTS - INVESTIGATION		4	Tracey LADNER	Y	MURPHY, MICHAEL	13-AUG-2014 09:45	APPROVED		
15	WITNESS NOTIFICATION					MURPHY, MICHAEL	14-AUG-2014 07:42	WITNESS ACKNOWLEDGED NOTIFICATION		
16	DOCUMENTS - INVESTIGATION		1	Accused Virginia GARCIA	Y	MURPHY, MICHAEL	14-AUG-2014 10:11	APPROVED		
17	DOCUMENTS - INVESTIGATION		3		Y	MURPHY, MICHAEL	14-AUG-2014 10:16	APPROVED		
18	DOCUMENTS - INVESTIGATION		3	E-mails from PSIT stating that they could not fulfill R/Sgts B.A. Service request made in attachment 13.	Y	MURPHY, MICHAEL	14-AUG-2014 10:40	APPROVED		
19	DOCUMENTS - INVESTIGATION		7	Sgt Tracey SANDERS	Y	MURPHY, MICHAEL	19-AUG-2014 10:11	APPROVED		
20	DOCUMENTS - INVESTIGATION		3		Y	MURPHY, MICHAEL	25-AUG-2014 09:33	APPROVED		
21	DOCUMENTS - INVESTIGATION		13	Interview of Virginia GARCIA	Y	MURPHY, MICHAEL	25-AUG-2014 09:09	APPROVED		
	DOCUMENTS - INVESTIGATION		6	Removed attachment numbering	Y	MURPHY, MICHAEL	03-SEP-2014 10:53	APPROVED		

## Review Incident

Review Type	Accused/Involved Member Name	Result Type	Reviewed By	Position	Unit	Review Date	Remarks
ASSISTANT ADVOCATE REVIEW	GARCIA-CRUZ, VIRGINIA	SUBMITTED	HIXSON, BRIGID	POLICE OFFICER	121	10-OCT-2014 06:37	Close to Records
ASSISTANT ADVOCATE REVIEW		SUBMITTED	HIXSON, BRIGID	POLICE OFFICER	121	09-SEP-2014 01:19	CCR
LIEUTENANT REVIEW		SUBMITTED	O KELLY, PATRICK	SERGEANT OF POLICE	196	03-SEP-2014 11:52	
SERGEANT REVIEW		SUBMITTED	MURPHY, MICHAEL	CAPTAIN OF POLICE	124	03-SEP-2014 10:58	
LIEUTENANT REVIEW		RETURNED TO INVESTIGATOR	O KELLY, PATRICK	SERGEANT OF POLICE	196	03-SEP-2014 10:57	
SERGEANT REVIEW		SUBMITTED	MURPHY, MICHAEL	CAPTAIN OF POLICE	124	03-SEP-2014 10:54	

## Review Accused

Review Type	Accused/Involved Member Name	Result Type	Reviewed By	Position	Unit	Review Date	Remarks
ADVOCATE OFFICE CLOSING STEPS	GARCIA-CRUZ, VIRGINIA	SUBMITTED	HIXSON, BRIGID	POLICE OFFICER	121	11-OCT-2014 06:27	Close to Records
COMMAND CHANNEL REVIEW	GARCIA-CRUZ, VIRGINIA	SUBMITTED	WILLIAMS, EUGENE	LIEUTENANT OF POLICE	120	09-OCT-2014 03:22	
COMMAND CHANNEL REVIEW	GARCIA-CRUZ, VIRGINIA	SUBMITTED	SHEAR, MARVIN	DEP CHIEF	120	08-OCT-2014 02:23	
ADVOCATE REVIEW	GARCIA-CRUZ, VIRGINIA	SUBMITTED	SUSNIS, MAUREEN	LIEUTENANT OF POLICE	196	09-SEP-2014 02:10	CCR

## Accused Finding History

Accused	Allegation	Reviewed By	Reviewed Date/Time	CCR?	Concur?	Finding	Finding Comments
GARCIA-CRUZ, VIRGINIA	1. Director of Chicago Police Department Human Resources Tracey...	WILLIAMS, EUGENE	09-OCT-2014 03:22	Y	Y	UNFOUNDED	



## Accused Finding History

Accused	Allegation	Reviewed By	Reviewed Date/Time	CCR?	Concur?	Finding	Finding Comments
GARCIA-CRUZ, VIRGINIA	2. Director of Chicago Police Department Human Resources Tracey...	WILLIAMS, EUGENE	09-OCT-2014 03:22	Y	Y	UNFOUNDED	
GARCIA-CRUZ, VIRGINIA	2. Director of Chicago Police Department Human Resources Tracey...	SHEAR, MARVIN	08-OCT-2014 02:23	Y	Y	UNFOUNDED	
GARCIA-CRUZ, VIRGINIA	1. Director of Chicago Police Department Human Resources Tracey...	SHEAR, MARVIN	08-OCT-2014 02:23	Y	Y	UNFOUNDED	
GARCIA-CRUZ, VIRGINIA	1. Director of Chicago Police Department Human Resources Tracey...	MURPHY, MICHAEL	03-SEP-2014 10:53			UNFOUNDED	
GARCIA-CRUZ, VIRGINIA	2. Director of Chicago Police Department Human Resources Tracey...	MURPHY, MICHAEL	03-SEP-2014 10:53			UNFOUNDED	

## Accused Penalty History

Accused	Reviewed By	Reviewed Date/Time	CCR?	Concur?	Penalty	Penalty Comments
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## Findings

Accused Name	Allegations	Category	Concur?	Findings	Comments
GARCIA-CRUZ, VIRGINIA	Director of Chicago Police Department Human Resources Tracey R. LADNER alleges that on 13 March 2014 between the hours of 0700 and 1600 the accused, Chicago Police Department Human Resources Manager Virginia GARCIA, Employee 22410 was insubordinate when after LADNER told the accused to meet with her when LADNER got into work on 13 March 2014 and the accused failed to do so.	010 GROUP 10 - OPERATION/PERSONNEL VIOLATIONS (ON DUTY)		UNFOUNDED	
GARCIA-CRUZ, VIRGINIA	Director of Chicago Police Department Human Resources Tracey R. LADNER alleges that on 13 March 2014 between the hours of 0752 and 0809 the accused, Chicago Police Department Human Resources Manager Virginia GARCIA, Employee 22410 was insubordinate in her e-mail messages to LADNER.	010 GROUP 10 - OPERATION/PERSONNEL VIOLATIONS (ON DUTY)		UNFOUNDED	

# FACE SHEET (Notification Date: 14-MAR-2014) - LOG #1067989

TYPE: CR

## Reporting Party Information

	Role	Name	Star No.	Emp No.	UOA / UOD	Position	Sex	Race	Address	Phone
CPD Employee	Reporting Party Third Party	SANDERS, TRACEY C			123 /	SERGEANT OF POLICE	F	BLK		

## Incident Information

Incident From Date/Time	Address of Incident	Beat	Dist. Of Occurrence	Location Code	Location Description
13-MAR-2014 07:52 - 13-MAR-2014 07:52	3510 S MICHIGAN AVE, CHICAGO, IL 60653	0213	002	280 - POLICE FACILITY/VEH PARKING LOT	

## Accused Members

	Role	Name	Star No.	Emp No.	UOA / UOD	Position	Status	Initial / Intake Allegation
CPD Employee	Accused	GARCIA-CRUZ, VIRGINIA			123 /	MGR POLICE PERSONNEL	ON Duty	It is reported that the accused was insubordinate towards the victim/Director Tracy Ladner by sending e-mail messages regarding forwarding a personnel order as she requested the accused to do so. It is reported that the accused sent an e-mail to the victim stating, "And you as well, well had I had the answer when you told me to do the A-form, I would not need it."

## Incident Details

CR Required?		Manner Incident Received?	PAX
Confidential?		Biased Language?	N
Extraordinary Occurrence?	N	Bias Based Profiling?	N
Police Shooting (U)?	N		
Motor Vehicle (V)?		Alcohol Related?	N
Non Disciplinary Intervention:	N	Pursuit Related?	N
Initial Assignment:	IAD	Violence in Workplace?	N
Notify IAD Immediately?	N	Domestic Violence?	N
EEO Complaint No.:			
Civil Suit No.:		Notify Chief?	
Notify Chief Administrator?	N	Notification Does Not Apply?	Y
Notify Coordinator?			
Notification Other?	N		

## Initial Incident Category List

Initial Incident Category	Primary?
10M - GROUP 10 - OPERATION/PERSONNEL VIOLATIONS (ON DUTY) INSUBORDINATION	Y
10M - GROUP 10 - OPERATION/PERSONNEL VIOLATIONS (ON DUTY) INSUBORDINATION	Y

## Assignment History

Assigned To	Assigned Team	Investigator	Assignment Date/Time	Assigned By	Reason
IAD	GENERAL INVESTIGATION SECTION	O KELLY, PATRICK (SUPERVISOR)	03-SEP-2014 10:57	O KELLY, PATRICK	
IAD	GENERAL INVESTIGATION SECTION	MURPHY, MICHAEL (PRIMARY INV)	03-SEP-2014 10:57	O KELLY, PATRICK	
IAD	GENERAL INVESTIGATION SECTION	O KELLY, PATRICK (SUPERVISOR)	09-JUL-2014 11:14	TIERNEY, JOHN	
IAD	GENERAL INVESTIGATION SECTION	BRODERDORF, RAY (SUPERVISOR)	03-APR-2014 09:50	SOLIS, MARCELLA	
IAD	GENERAL INVESTIGATION SECTION	O KELLY, PATRICK (SUPERVISOR)	25-MAR-2014 14:40	SPELLMAN, JOHN	
IAD	GENERAL INVESTIGATION SECTION	MURPHY, MICHAEL (PRIMARY INV)	25-MAR-2014 14:40	SPELLMAN, JOHN	
IAD	GENERAL INVESTIGATION SECTION	-	20-MAR-2014 13:31	WATSON, JOHN	

## Assignment History

Assigned To	Assigned Team	Investigator	Assignment Date/Time	Assigned By	Reason
IAD	DISTRICT/UNIT	-	17-MAR-2014 09:29	WATSON, JOHN	
IAD	INTERNAL AFFAIRS DIVISION	-	14-MAR-2014 13:38	HEARD, LORRAINE	

## Status History

Resulting Status	Status Date/Time	Created By	Position	UOA / UOD	Comments
CLOSED/FINAL	11-OCT-2014 06:27	HIXSON, BRIGID	POLICE OFFICER	121 /	
PENDING IMPLEMENT ACTION	10-OCT-2014 06:37	HIXSON, BRIGID	POLICE OFFICER	121 /	
PENDING REVIEW AFTER COMMAND CHANNEL (I.A.D.)	09-OCT-2014 03:22	WILLIAMS, EUGENE	CHIEF	120 /	
PENDING COMMAND CHANNEL REVIEW	08-OCT-2014 02:23	SHEAR, MARVIN	DEP CHIEF	120 /	
PENDING COMMAND CHANNEL REVIEW	09-SEP-2014 02:10	SUSNIS, MAUREEN	SERGEANT OF POLICE	121 /	
PENDING ADVOCATE REVIEW	09-SEP-2014 01:19	HIXSON, BRIGID	POLICE OFFICER	121 /	
PENDING REVIEW INCIDENT (I.A.D./DISTRICT USE)	03-SEP-2014 11:52	O KELLY, PATRICK	SERGEANT OF POLICE	121 /	
PENDING LIEUTENANT REVIEW	03-SEP-2014 10:58	MURPHY, MICHAEL	SERGEANT OF POLICE	121 /	
PENDING INVESTIGATIVE REVIEW	03-SEP-2014 10:58	MURPHY, MICHAEL	SERGEANT OF POLICE	121 /	
PENDING INVESTIGATION	03-SEP-2014 10:57	O KELLY, PATRICK	SERGEANT OF POLICE	121 /	
PENDING LIEUTENANT REVIEW	03-SEP-2014 10:54	MURPHY, MICHAEL	SERGEANT OF POLICE	121 /	
PENDING INVESTIGATIVE REVIEW	03-SEP-2014 10:53	MURPHY, MICHAEL	SERGEANT OF POLICE	121 /	
PENDING INVESTIGATION	25-MAR-2014 02:40	SPELLMAN, JOHN	SERGEANT OF POLICE	121 /	
PENDING ASSIGN INVESTIGATOR	20-MAR-2014 04:26	CLARK, SUSAN	LIEUTENANT OF POLICE	121 /	 Type Changed from INFO to CR on 20-MAR-2014 16:26 by CLARK, SUSAN
PENDING APPROVE TEAM	20-MAR-2014 01:31	WATSON, JOHN	POLICE OFFICER	121 /	
PENDING ASSIGN TEAM	18-MAR-2014 12:11	DUNN, BRENDA	SERGEANT OF POLICE	121 /	assign to GIS
PENDING APPROVE TEAM	17-MAR-2014 09:29	WATSON, JOHN	POLICE OFFICER	121 /	
PENDING ASSIGN TEAM	14-MAR-2014 03:26	HITT, MARK	SUPERVISING INV COPA	113 /	
PENDING SUPERVISOR REVIEW	14-MAR-2014 02:47	HEARD, LORRAINE	POLICE AIDE	716 / 113	
PRELIMINARY	14-MAR-2014 01:38	HEARD, LORRAINE	POLICE AIDE	716 / 113	

**SWORN AFFIDAVIT FOR COMPLAINT LOG INVESTIGATION**  
CHICAGO POLICE DEPARTMENT

STATE OF ILLINOIS )

COUNTY OF COOK )

CC

Location of Incident	Date	Time
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Summary of Statement(s):

I, \_\_\_\_\_, hereby state as follows:

1. I have read the above summary and/or attached statement(s) in its entirety, reviewed it for accuracy and been given an opportunity to make corrections and additions to the statement(s).
2. Under penalties as provided by law pursuant to 735 ILCS 5/1-109, I certify that the information set forth in the statement(s) above and/or attached summary is true and correct except as to any matters therein stated to be on information and belief as to such matters, I certify as aforesaid that I verily believe the same to be true.

Print Affiant's Name

Print Witness's Name

Affiant's Signature

Witness's Signature

Date

Date

CPD-44.126 (Rev. 6/09) English

Attachment No. 3

Complaint Log No. 1067989



## HUMAN RESOURCES DIVISION

14 MARCH 2014

TO: Tracey R. Ladner  
Director  
Human Resources Division

FROM: Sergeant Tracey Sanders #1271  
Administrative Section  
Human Resources Division

SUBJECT: Initiation Report CL#1067989

ALLEGATION: Insubordination

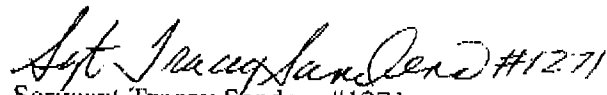
COMPLAINANT: Director Tracey R. LADNER Employee: [REDACTED]  
Birth date: [REDACTED] Appointment Date: 09 Feb 1990  
Unit of Assignment: 123 Human Resources Division

ACCUSED: Manager Virginia GARCIA Employee: [REDACTED]  
Birth date: [REDACTED] Appointment Date: 12 Nov 1990  
Unit of Assignment: 123 Human Resources Division

DATE, TIME & LOCATION: 13 March 2014, approximately 0752 hours – Human Resources Division, 3510 S. Michigan Ave, 4<sup>th</sup> Floor, Chicago, IL 60653

SUMMARY: On the morning of 13 March 2014, a written communication ensued between the complainant and the accused via e-mail. It is alleged that during this communication, the accused became insubordinate by responding to the complainant in a disrespectful and unprofessional manner. Specifically, when the accused was informed that she should have been aware of the fact that an individual who works for her had forwarded a personnel order containing the information in question, the accused stated "And you as well" and "Well, had I had the answer when you told me to do the A-form, I would not need it."

Based on the noted information, the undersigned contacted the Independent Police Review Authority on 14Mar14. Complaint Log # 1067989 was obtained from Intake Aide Heard #23692 at 1338 hours.

  
Sergeant Tracey Sanders #1271  
Administrative Section  
Human Resources Division

FW: UNIT OF ASSIGNMENT

Page 1 of 3

**FW: UNIT OF ASSIGNMENT**

Ladner, Tracey R.

**Sent:** Thursday, March 13, 2014 12:58 PM**To:** Sanders, Tracey C.

Per our conversation

*Tracey R. Ladner**Director**Human Resources Division**Chicago Police Department**(312) 745-5300**fax: (312) 745-6945**Pax: 0521**tracey.ladner@chicagopolice.org***From:** Garcia, Virginia**Sent:** Thursday, March 13, 2014 8:09 AM**To:** Ladner, Tracey R.**Cc:** Jones, Cheryl M.**Subject:** RE: UNIT OF ASSIGNMENT

Well, had I had the answer when you told me to do the A-form, I would not need it.

*Virginia Garcia**Manager**Chicago Police Department**Human Resources Division**3510 S. Michigan Avenue - 4th Floor NE**Chicago, IL 60653**312-745-5310**Virginia.Garcia@chicagopolice.org***From:** Ladner, Tracey R.**Sent:** Thursday, March 13, 2014 7:08 AM**To:** Garcia, Virginia**Subject:** Re: UNIT OF ASSIGNMENT

And, btw, that's why I knew the answer to the question- you should have known it too

**From:** Garcia, Virginia**Sent:** Thursday, March 13, 2014 07:52 AM**To:** Ladner, Tracey R.**Cc:** Jones, Cheryl M.**Subject:** RE: UNIT OF ASSIGNMENT

And you as well.

*Virginia Garcia**Manager**Chicago Police Department**Human Resources Division**3510 S. Michigan Avenue - 4th Floor NE**Chicago, IL 60653**312-745-5310**Virginia.Garcia@chicagopolice.org*

FW: UNIT OF ASSIGNMENT

Page 2 of 3

---

**From:** Ladner, Tracey R.  
**Sent:** Thursday, March 13, 2014 6:50 AM  
**To:** Garcia, Virginia  
**Cc:** Jones, Cheryl M.  
**Subject:** Re: UNIT OF ASSIGNMENT

Yet she works for you...

---

**From:** Garcia, Virginia  
**Sent:** Thursday, March 13, 2014 07:27 AM  
**To:** Ladner, Tracey R.  
**Cc:** Jones, Cheryl M.  
**Subject:** RE: UNIT OF ASSIGNMENT

Thank you. [REDACTED] sent the order out last week.

Virginia Garcia  
Manager  
Chicago Police Department  
Human Resources Division  
3510 S Michigan Avenue - 4th Floor NE  
Chicago, IL 60653  
312-745-5310  
Virginia.Garcia@chicagopolice.org

---

**From:** Ladner, Tracey R.  
**Sent:** Wednesday, March 12, 2014 5:07 PM  
**To:** Garcia, Virginia  
**Cc:** Jones, Cheryl M.  
**Subject:** RE: UNIT OF ASSIGNMENT

I sent you a copy of the order you sent out last week

Tracey R. Ladner  
Director  
Human Resources Division  
Chicago Police Department  
(312) 745-5300  
fax: (312) 745-6945  
Pax: 0521  
tracey.ladner@chicagopolice.org

---

**From:** Garcia, Virginia  
**Sent:** Wednesday, March 12, 2014 5:57 PM  
**To:** Ladner, Tracey R.  
**Cc:** Jones, Cheryl M.  
**Subject:** UNIT OF ASSIGNMENT

Any word on Unit of Assignment for [REDACTED] we would like to take packet to DHR with org chart completed.

Virginia Garcia  
Manager  
Chicago Police Department  
Human Resources Division  
3510 S. Michigan Avenue - 4th Floor NE  
Chicago, IL 60653  
312-745-5310

Bureau of Internal Affairs  
General Investigations Section  
Log 1067989

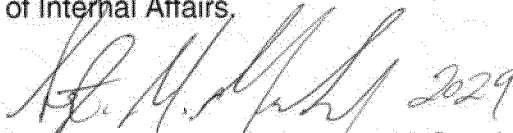
01 April 2014

To: Tracey R. LADNER, Employee [REDACTED]  
Director Personnel  
Chicago Police Department


From: Sergeant Michael P. MURPHY, Star 2029  
Bureau of Internal Affairs  
General Investigations Section

Subject: **Log Investigation Notification RE: Log 1067989**

You are hereby notified that you are the subject of a Log Number Investigations currently being investigated by the Chicago Police Department's Bureau of Internal Affairs.

  
Sergeant Michael P. MURPHY, Star 2029  
Bureau of Internal Affairs  
General Investigations Section

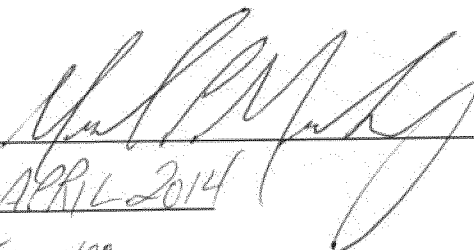
**Accused:** Virginia GARCIA  
Manager of Police Personnel  
Employee 22410 Position Code 1329

Signature: \_\_\_\_\_

Date: 1 April 2014

Time: 1500 hrs

**Witness:**

Signature: \_\_\_\_\_

Date: 01 APRIL 2014

Time: 1500 HRS



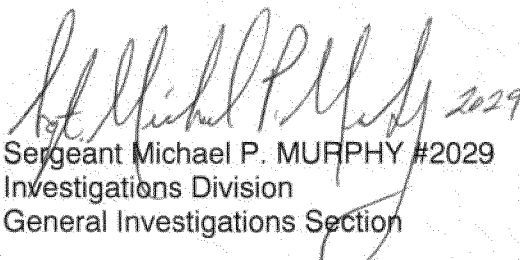
To: Lieutenant Edwin J. KAUP Jr., Star 771  
Commanding Officer  
General Investigations Section

From: Sergeant Michael P. MURPHY, Star 2029  
Investigations Division  
General Investigations Section

Subject: Attempt to Contact Complainant Tracey LADNER

R/Sgt had a telephone conversation with the administrative assistant to Tracey LADNER, Daniela BENIGNO, on 03 July 2014 at approximately 0950 hours. Tracey LADNER is the Director of Human Resources for the County of Cook. BENIGNO stated that LADNER was at a meeting. R/Sgt left a message with BENIGNO asking that LADNER return his call regarding Log 1067989 in which LADNER was the complainant.

R/Sgt sent certified letter to LADNER on 03 July 2014 with article number  
[REDACTED]

  
Sergeant Michael P. MURPHY #2029  
Investigations Division  
General Investigations Section



Department of Police \* City of Chicago  
3510 South Michigan Avenue \* Chicago, Illinois 60653

---

Date 03 July 2014

Re: C. L. No. 1067989

Dear Tracey LADNER

A complaint against a Department member, registered under the above Complaint Log (C.L.) Number, is currently under investigation by the Chicago Police Department.

A vital step in the investigation is an interview with the person who registered the complaint as well as witnesses. This step is essential in order to conduct a complete and thorough investigation.

Please contact me as soon as possible so that I can make arrangements to meet with you regarding the incident under investigation. The following information is provided so that you can contact me without unnecessary inconvenience:

Name: Sgt. Michael P. Murphy

Address: 3510 S. Michigan Ave., Chicago, IL 60653

Telephone: 312-745-6310

Hours Available: 7:00am - 3:00pm

Sincerely,

A handwritten signature in black ink, appearing to read "Sgt. Michael P. Murphy 2029", written over a horizontal line.

CPD-44.223 (REV. 1/07)

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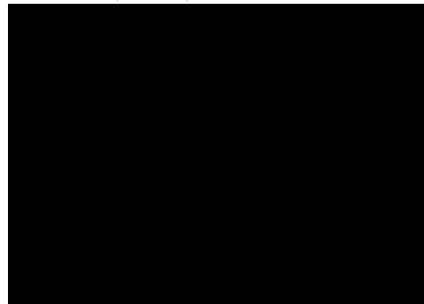
Emergency: 9-1-1 \* Non-Emergency: (Within City limits) 3-1-1 \* Non-Emergency: (Outside City limits) 312-746-6000  
TTY: 312-746-9715 \* E-mail: [police@ci.chi.il.us](mailto:police@ci.chi.il.us) \* Website: [www.ci.chi.il.us/CAPS](http://www.ci.chi.il.us/CAPS)

CPD 0248352



City of Chicago  
Department of Police  
3510 South Michigan Avenue  
Chicago, Illinois 60653  
Sgt. Murphy Unit 121  
LOG 1067989

LOG 1067989



**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

LOG 1067989  
Tracey LADNER  
Cook County Bureau of Human  
Resources



2. Article Number

(Transfer from service label)



**COMPLETE THIS SECTION ON DELIVERY**

A. Signature

X

☐ Agent

☐ Addressee

B. Received by (Printed Name)

C. Date of Delivery

D. Is delivery address different from item 1? ☐ Yes  
If YES, enter delivery address below: ☐ No

3. Service Type

☒ Certified Mail

☐ Express Mail

☐ Registered

☐ Return Receipt for Merchandise

☐ Insured Mail

☐ C.O.D.

4. Restricted Delivery? (Extra Fee)

☐ Yes

PS Form 3811, February 2004

Domestic Return Receipt

102595-02-M-1540

**U.S. Postal Service™  
CERTIFIED MAIL™ RECEIPT**

(Domestic Mail Only; No Insurance Coverage Provided)

For delivery information visit our website at [www.usps.com](http://www.usps.com)

Sgt. Murphy Unit 121 / LOG 1067989

E

Postage \$

Certified Fee

Return Receipt Fee  
(Endorsement Required)

Restricted Delivery Fee  
(Endorsement Required)

Total Postage & Fees \$

Postmark  
Here

Sent To

LOG 1067989

Street, Apt. No.,  
or PO Box No.

Cook County Bureau of Human  
Resources

City, State, ZIP+4

PS Form 3800, Au

ctions

PLACE STICKER AT TOP OF ENVELOPE TO THE RIGHT  
OF THE RETURN ADDRESS. FOLD AT DOTTED LINE

**CERTIFIED MAIL™**

CPD 0248353

U.S. Postal Service<sup>TM</sup>  
**CERTIFIED MAIL<sup>TM</sup> RECEIPT**  
(Domestic Mail Only; No Insurance Coverage Provided)

For delivery information visit our website at [www.usps.com](http://www.usps.com)

**Sgt. Murphy Unit 121 / LOG 1067989**

Postage	\$	<b>CHICAGO POLICE DEPARTMENT</b> FILE
Certified Fee		
Return Receipt Fee (Endorsement Required)		
Restricted Delivery Fee (Endorsement Required)		
Total Postage & Fees	\$	<b>JUL 07 2014</b>

Sent To **LOG 1067989**  
**Tracey LADNER**  
Street, Apt. No.,  
or PO Box No. **Cook County Bureau of Human**  
City, State, ZIP+4 **Resources**

PS Form 3800, Aug 2003

actions



**SENDER: COMPLETE THIS SECTION**

- Complete items 1, 2, and 3. Also complete item 4 if Restricted Delivery is desired.
- Print your name and address on the reverse so that we can return the card to you.
- Attach this card to the back of the mailpiece, or on the front if space permits.

1. Article Addressed to:

**LOG 1067989**  
**Tracey LADNER**  
**Cook County Bureau of Human**  
**Resources**

2. Article Number  
(Transfer from service label)

**COMPLETE THIS SECTION ON DELIVERY**

- ☐ Agent  
☐ Addressee

Date of Delivery

- 11/01/14  
☐ Yes  
☐ No

3. Service Type

- ☒ Certified Mail    ☐ Express Mail  
☐ Registered    ☐ Return Receipt for Merchandise  
☐ Insured Mail    ☐ C.O.D.

4. Restricted Delivery? (Extra Fee)

- ☐ Yes

PS Form 3811, February 2004

Domestic Return Receipt

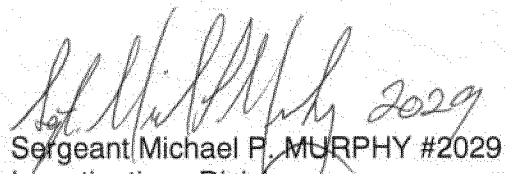
102595-02-M-1540

To: Lieutenant Edwin J. KAUP Jr., Star 771  
Commanding Officer  
General Investigations Section

From: Sergeant Michael P. MURPHY, Star 2029  
Investigations Division  
General Investigations Section

Subject: **Contact with Complainant / Interview Scheduled Log 1067989**

R/Sgt received a telephone call from the complainant, [REDACTED] who stated that she would like to be interviewed related to her allegations in Log 1067989. An appointment was scheduled for 11 August 2014 at 1000 hours.

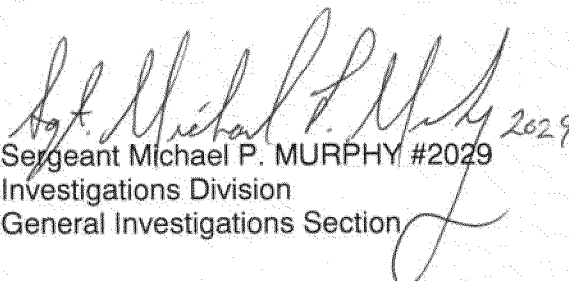
  
Sergeant Michael P. MURPHY #2029  
Investigations Division  
General Investigations Section

To: Lieutenant Edwin J. KAUP Jr., Star 771  
Commanding Officer  
General Investigations Section

From: Sergeant Michael P. MURPHY, Star 2029  
Investigations Division  
General Investigations Section

Subject: **Contact with Complainant / Reschedule Interview Log 1067989**

R/Sgt received a telephone call from the complainant, [REDACTED] on 11 August 2014 at approximately 0925 hours. [REDACTED] requested that we reschedule her interview scheduled for 11 August 2014 at 1000 hours. A new date and time was scheduled for 13 August 2014 at 0730 hours.

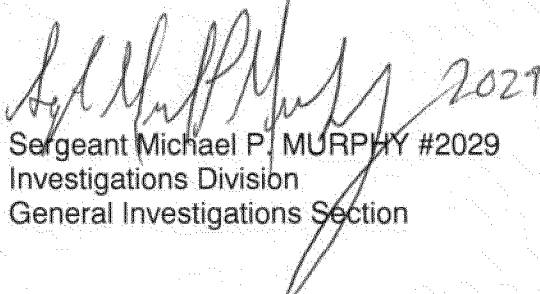
  
Sergeant Michael P. MURPHY #2029  
Investigations Division  
General Investigations Section

To: Lieutenant Edwin J. KAUP Jr., Star 771  
Commanding Officer  
General Investigations Section

From: Sergeant Michael P. MURPHY, Star 2029  
Investigations Division  
General Investigations Section

Subject: **B.A.Service Request for E-Mails Log 1067989**

R/Sgt sent a Bureau of Administration Service Request on 11 August 2014. The request was for e-mails between Tracey LADNER and Virginia GARCIA. The request has been made part of this report.

  
Sergeant Michael P. MURPHY #2029  
Investigations Division  
General Investigations Section





City of Chicago - Department of Police - Bureau of Administration

## B.A. Service Request

Date of Request 11 August 2014

Date Needed As soon as able.

Requested By

Michael P. MURPHY

Sergeant

Print Name

Rank

PC #

Signature

312-745-6310

Contact Phone

Bureau of Internal Affairs

121

Unit Name

Unit Number

Units that will assist in providing service, if known, (check all that apply):

- |   |   |
|---|---|
| <input type="checkbox"/> Alternate Response Section | <input type="checkbox"/> Medical Services Section                               |
| <input type="checkbox"/> Auto Pounds Section        | <input type="checkbox"/> Police Document Section                                |
| <input type="checkbox"/> Chaplains Section          | <input type="checkbox"/> Professional Counseling Division                       |
| <input type="checkbox"/> Equipment & Supply Section | <input type="checkbox"/> Property Facilities Management Unit                    |
| <input type="checkbox"/> Finance Division           | <input checked="" type="checkbox"/> Public Safety Information Technology (PSIT) |
| <input type="checkbox"/> Fleet Liaison Section      | <input type="checkbox"/> Records Division                                       |
| <input type="checkbox"/> General Support Division   | <input type="checkbox"/> Reproduction & Graphic Arts Section                    |
| <input type="checkbox"/> Human Resources Division   | <input type="checkbox"/> Telecommunications Unit                                |

Please describe the service requested (attach additional pages if necessary). If urgent, include justification for the date needed. **Please direct inquiries regarding status of your request to the unit providing service.**

R/Sgt requests email correspondences between retired Director of Human Resources, Tracey R. LADNER, (Employee # [REDACTED], and Virginia GARCIA, (Employee # [REDACTED] R/Sgt needs the e-mails between these two employees for the dates 12 March 2014 through 14 March 2014 that have the Subject Line of "UNIT OF ASSIGNMENT" or "RE: UNIT OF ASSIGNMENT".

Approval (required through your chain of command):

Commander

Robert J. KLIMAS

Print Name

Signature

Deputy Chief

Eddie WELCH III

Print Name

Signature

Chief

Juan J. RIVERA

Print Name

Signature

**After approval, please submit to:**

Chief

Bureau of Administration

Unit 120

DO NOT WRITE IN THIS BOX

Date Received: \_\_\_\_\_

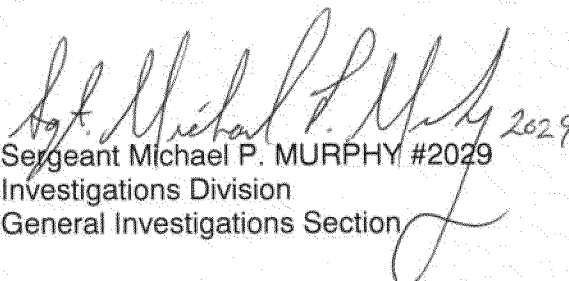
Request Number: \_\_\_\_\_

To: Lieutenant Edwin J. KAUP Jr., Star 771  
Commanding Officer  
General Investigations Section

From: Sergeant Michael P. MURPHY, Star 2029  
Investigations Division  
General Investigations Section

Subject: **Contact with Complainant / Reschedule Interview Log 1067989**

R/Sgt received a telephone call from the complainant, [REDACTED] on 11 August 2014 at approximately 0925 hours. [REDACTED] requested that we reschedule her interview scheduled for 11 August 2014 at 1000 hours. A new date and time was scheduled for 13 August 2014 at 0730 hours.

  
Sergeant Michael P. MURPHY #2029  
Investigations Division  
General Investigations Section

REQUEST FOR INTERVIEW/STATEMENT/REPORT  
CHICAGO POLICE DEPARTMENT

DATE

14 August 2014

TO: GARCIA, Virginia NAME RANK Civ/Mgr STAR NO. Employee UNIT 123

SUPERVISOR TO ACCOMPANY ABOVE PERSONNEL ☐ YES ☒ NO

YOUR APPEARANCE IS REQUIRED

AT ☒ BUREAU OF INTERNAL AFFAIRS 3510 S. Michigan Ave. PAX 0610 Bell 745-6310 ☐ INDEPENDENT POLICE REVIEW AUTHORITY 1615 West Chicago Ave. - 4th Floor PAX 0114 Bell 746-3594 ON - DATE 21 August 2014 TIME 0900hrs

AS ☒ ACCUSED ☐ WITNESS ☐ COMPLAINANT

FOR ☒ STATEMENT ☐ SUBMISSION OF A TO-FROM-SUBJECT REPORT

CONCERNING - NATURE OF COMPLAINT

Log 1067989 / Insubordination \*\*Bring all reports and emails related to this allegation to the interview on 21 Aug 2014

REFERENCE - DATE 13 March 2014 TIME @0752hrs LOCATION 3510 S. Michigan Ave RD NO. CB NO. OTHER

You are to report to

RANK NAME STAR NO. PAX  
Sgt Michael P. MURPHY 2029 0610

NOTE: The member MUST notify the investigator of his/her inability to keep this scheduled appointment.

NOTIFICATION MADE TO VIRGINIA GARCIA UNIT 123 DATE 14 AUGUST 2014 TIME 0930 HRS  
NOTIFICATION MADE BY SGT. M. MURPHY #2029 UNIT 121 HOW IN PERSON  
CONFIRMATION OF NOTIFICATION MADE BY UNIT DATE TIME  
APPROVED SIGNATURE OF REQUESTER Sgt. M. Murphy 2029

☐ Copy to unit/watch commander: If the requested member is not available due to being on medical, furlough, transfer, etc., YOU will notify B.I.A./I.P.R.A. immediately.

COMPLAINT REGISTER NO.  
1067989  
ATTACHMENT NO.

**NOTIFICATION OF CHARGES/ALLEGATIONS**

CHICAGO POLICE DEPARTMENT

GIVEN TO ACCUSED  
DATE

14 March 2014

TIME

0930 HRS

NAME OF ACCUSED	RANK	STAR NO.	EMPLOYEE NO.	UNIT OF ASSIGNMENT
Virginia GARCIA	Civ/Mgr	DNA	[REDACTED]	123

The law provides that if you are to be charged with a criminal offense or if the Department seeks separation, you are to be advised in writing of the specific illegal or improper acts alleged against or attributed to you.

Furthermore, Department policy provides that you have a right to be advised in writing of the names of complainants and allegations against you prior to any questioning of you concerning the allegation regardless of the nature of the allegation and even if the allegation is such that it will not result in the filing of criminal charges or the filing of separation charges.

Accordingly, you are advised that the following allegations have been made against you:

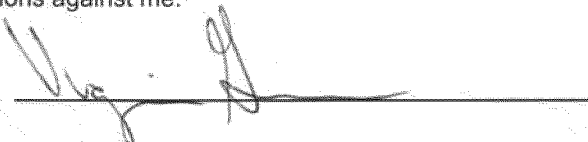
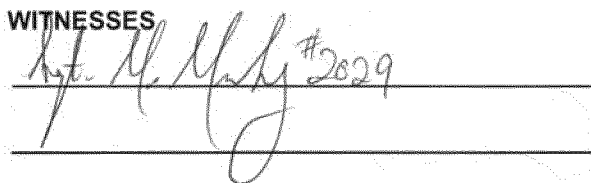
**COMPLAINANT(S)**

1. Director Of Human Resources Tracey LADNER (Retired) Unit 123, Employee [REDACTED]
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Tracey R. LADNER alleges that on 13 March 2014 between the hours of 0752 and 0809 the accused, Chicago Police Department Human Resources Manager Virginia GARCIA, Employee [REDACTED] was insubordinate in her e-mail messages to LADNER and that LADNER told GARCIA to meet with her upon her arrival at work on 13 March 2014 and GARCIA never met with LADNER.

I hereby acknowledge receipt in writing of the charges or allegations against me.

Signature

**WITNESSES****DISTRIBUTION:  
COMPLAINT LOG INVESTIGATION**

Original to investigator's file.  
Copy to accused member.

COMPLAINT LOG NO. TYPE - CR

1067989

ATTACHMENT NO.

**ADMINISTRATIVE PROCEEDINGS RIGHTS**

(Statutory)

CHICAGO POLICE DEPARTMENT

GIVEN TO ACCUSED  
DATE

14 August 2014

TIME

0930 HRS

NAME OF ACCUSED	RANK	STAR NO.	EMPLOYEE NO.	UNIT OF ASSIGNMENT
Virginia GARCIA	Civ/Mgr	DNA		123

The law provides that you are to be advised of the following:

1. Any admission or statement made by you in the course of this hearing, interrogation or examination may be used as the basis for your suspension or as the basis for charges seeking your removal or discharge or suspension in excess of 30 days.
2. You have the right to counsel of your choosing to be present with you to advise you at this hearing, interrogation or examination and you may consult with counsel as you desire.
3. You have a right to be given a reasonable time to obtain counsel of your own choosing.
4. You have no right to remain silent. You have an obligation to truthfully answer questions put to you. You are advised that your statements or responses constitute an official police report.
5. If you refuse to answer questions put to you, you will be ordered by a superior officer to answer the questions.
6. If you persist in your refusal after the order has been given to you, you are advised that such refusal constitutes a violation of the Rules and Regulations of the Chicago Police Department and will serve as a basis for which your discharge will be sought.
7. You are further advised that by law any admission or statement made by you during the course of this hearing, interrogation or examination and the fruits thereof cannot be used against you in a subsequent criminal proceeding.

**NOTE:** Rule 14 of the Chicago Police Department's Rules and Regulations prohibits making a false report, written or oral. Making a false report, may result in separation from the Chicago Police Department.

I hereby acknowledge that I was informed of the above rights and Rule 14 of the Chicago Police Department's Rules and Regulations prior to interrogation.

Signature

WITNESSES

Det. M. Murphy 2029

**DISTRIBUTION:  
COMPLAINT LOG INVESTIGATION**

Original to investigator's file.  
Copy to accused member.

COMPLAINT LOG NO. TYPE -CR
1067989
ATTACHMENT NO.

**WAIVER OF COUNSEL/REQUEST TO SECURE COUNSEL**  
**CHICAGO POLICE DEPARTMENT**

NAME OF ACCUSED	RANK	STAR NO.	UNIT OF ASSIGNMENT
Virginia GARCIA	Civ / Manager	DNA	123



**WAIVER OF COUNSEL**

I, the undersigned, hereby acknowledge that I have received and read the charges/allegations against me and I knowingly and voluntarily wish to proceed with the hearing, examination or interrogation without having counsel of my own choosing present to advise me during this hearing, examination or interrogation.

Date-Time

14 August 14

Signature

*Virginia Garcia*



**REQUEST TO SECURE LEGAL COUNSEL**

I, the undersigned, having been advised of my right to counsel of my own choosing at all hearings, examinations and interrogations in connection with the charges/allegations against me which have been given to me in writing and receipt of which is hereby acknowledged, elect to secure the services of counsel and agree to proceed with said hearing, examination or interrogation at

\_\_\_\_\_ hours, on \_\_\_\_\_

,20 \_\_\_\_\_

in Room \_\_\_\_\_

\_\_\_\_\_ Chicago, Illinois, at which time said hearing, examination or interrogation shall be commenced. By placing my signature upon this statement, I affirm my wish to secure said counsel and agree to comply with Department hearing, examination or interrogation scheduled on the date aforesaid.

Date-Time

Signature

WITNESSES

*Sgt. M. Murphy 2029*

**DISTRIBUTION**

COMPLAINT REGISTER INVESTIGATION

Original to investigator's file  
Duplicate to affected member

COMPLAINT REGISTER NO 1067989

ATTACHMENT NO. \_\_\_\_\_

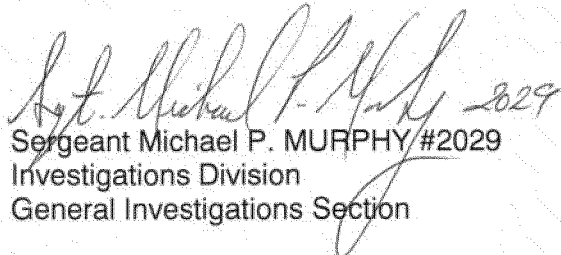
CPD-44.106 (Rev. 6/06)

To: Lieutenant Edwin J. KAUP Jr., Star 771  
Commanding Officer  
General Investigations Section

From: Sergeant Michael P. MURPHY, Star 2029  
Investigations Division  
General Investigations Section

Subject: **PSIT Unable to Fulfill B.A. Service Request / Log 1067989**

R/Sgt received the attached e-mail from P.O. Ben TORRES, Star 7262, Employee [REDACTED] of the Public Safety Information Technology (PSIT) section, Unit 125 on 14 August 2014. P.O. TORRES stated that PSIT would not be able to fulfill R/Sgt's request for e-mails between the accused and the complainant that R/Sgt made on 11 August 2014 (attachment 13). P.O. TORRES stated that this is due to work being done on the server. P.O. TORRES stated that it may be a few months before the work is done but per LT. John WILLNER, Star 372, Employee [REDACTED] PSIT, Unit 125 that they do not have a time estimate as to when the work on the server will be completed.

  
Sergeant Michael P. MURPHY #2029  
Investigations Division  
General Investigations Section

**Murphy, Michael P.**

---

**From:** Torres, Ben  
**Sent:** Thursday, August 14, 2014 9:53 AM  
**To:** Murphy, Michael P.  
**Subject:** RE: Email Search on Ladner

It may be a few months, but we don't know as to when the work will be completed.

---

**From:** Murphy, Michael P.  
**Sent:** Thursday, August 14, 2014 9:42 AM  
**To:** Torres, Ben  
**Subject:** RE: Email Search on Ladner

Ben,  
Do you think it will be days, weeks, months, or years?

Sergeant Michael P. Murphy  
Chicago Police Department  
Bureau of Internal Affairs  
Office: 312-745-6310  
Fax: 312-745-6929  
Pax: 0610

---

**From:** Torres, Ben  
**Sent:** Thursday, August 14, 2014 9:29 AM  
**To:** Murphy, Michael P.  
**Subject:** Email Search on Ladner

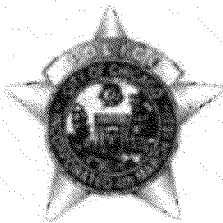
Sgt. Murphy,

Per PSIT Lt. Willner we are not able to provide any e-mail search requests at this time due to work being done on the server. We do not have a time estimate as to when the work on the server will be completed.

8/14/2014

CPD 0248366





City of Chicago - Department of Police - Bureau of Administration

## B.A. Service Request

Date of Request 11 August 2014

Date Needed As soon as able.

Requested By

Michael P. MURPHY

Sergeant

Print Name

Rank

PC #

Signature

Contact Phone

Bureau of Internal Affairs

121

Unit Name

Unit Number

Units that will assist in providing service, if known, (check all that apply):

- |   |   |
|---|---|
| <input type="checkbox"/> Alternate Response Section | <input type="checkbox"/> Medical Services Section                               |
| <input type="checkbox"/> Auto Pounds Section        | <input type="checkbox"/> Police Document Section                                |
| <input type="checkbox"/> Chaplains Section          | <input type="checkbox"/> Professional Counseling Division                       |
| <input type="checkbox"/> Equipment & Supply Section | <input type="checkbox"/> Property Facilities Management Unit                    |
| <input type="checkbox"/> Finance Division           | <input checked="" type="checkbox"/> Public Safety Information Technology (PSIT) |
| <input type="checkbox"/> Fleet Liaison Section      | <input type="checkbox"/> Records Division                                       |
| <input type="checkbox"/> General Support Division   | <input type="checkbox"/> Reproduction & Graphic Arts Section                    |
| <input type="checkbox"/> Human Resources Division   | <input type="checkbox"/> Telecommunications Unit                                |

Please describe the service requested (attach additional pages if necessary). If urgent, include justification for the date needed. **Please direct inquiries regarding status of your request to the unit providing service.**

R/Sgt requests email correspondences between retired Director of Human Resources, Tracey R. LADNER, (Employee # [REDACTED] and Virginia GARCIA, (Employee # [REDACTED] R/Sgt needs the e-mails between these two employees for the dates 12 March 2014 through 14 March 2014 that have the Subject Line of "UNIT OF ASSIGNMENT" or "RE: UNIT OF ASSIGNMENT".

Approval (required through your chain of command):

Commander

Robert J. KLIMAS

Print Name

Signature

Deputy Chief

Eddie WELCH III

Print Name

Signature

Chief

Juan J. RIVERA

Print Name

Signature

After approval, please submit to:

Chief

Bureau of Administration

Unit 120

DO NOT WRITE IN THIS BOX

Date Received: \_\_\_\_\_

Request Number: \_\_\_\_\_

INVESTIGATIONS DIVISION  
General Investigations Section

19 August 2014  
Log 1067989

1 This is the statement of Witness Sergeant Tracey C. SANDERS, Star No. 1271,  
2 Employee No. 49016 Unit 123  
3

4 Statement is being taken at the Bureau of Internal Affairs, Investigations Division, 3510  
5 S. Michigan Avenue, Chicago, Illinois.  
6

7 Questioned &  
8 Typed by: Sergeant Michael P. MURPHY, Star 2029, Unit 121  
9

10 Also Present: Sergeant Mark O'CONNOR, Star 2384, Unit 121  
11

12 Date, Time: 19 August 2014 at 0915 hours  
13

14 MURPHY: Please state your rank, name, star number, and unit of assignment?  
15 SANDERS: Sergeant, Tracey C. SANDERS, Star 1271, Unit 123  
16

17 MURPHY: What is your date of appointment and your employee number?  
18 SANDERS: 14 February 1989, [REDACTED]  
19

20 MURPHY: What is your age and date of birth?  
21 SANDERS: [REDACTED]  
22

23 MURPHY: How long have you been assigned to your present unit?  
24 SANDERS: January 2011  
25

26 MURPHY: Are you aware that you are being interviewed as the witness  
27 related to Log No. 1067989 and that no allegations of misconduct  
28 are being made against you at this time?  
29 SANDERS: Yes  
30

31 MURPHY: Are you represented by a counsel of your choice, if so please identifying  
32 him/her for the record?  
33 SANDERS: No  
34

35 MURPHY: **Rule 14 of the Chicago Police Department's Rules and Regulations**  
36 **prohibits making a false report either written or oral. You may be**  
37 **separated from the Chicago Police Department if you make a false**  
38 **report. Do you understand this?**  
39 SANDERS: Yes  
40

41 MURPHY: Are you aware that this statement has the standing of an official Chicago  
42 Police Department report, and that any intentional falsification of any  
43 answer to any question would be in direct violation of Department Rules  
44 and Regulations, and could result in allegations being placed against  
45 you?

Initials: TCS

INVESTIGATIONS DIVISION  
General Investigations Section

19 August 2014  
Log 1067989

46 SANDERS: Yes, however, I want to preface this statement by saying that I am not  
47 giving this statement voluntarily, but under duress. I am giving this  
48 statement only because I have been advised both orally and in writing  
49 that I must give this statement or I may be fired from my job if I refuse.  
50  
51 MURPHY: Are you ready to begin your interview at this time?  
52 SANDERS: Yes  
53  
54 MURPHY: What was your duty assignment on 13 March 2014?  
55 SANDERS: Working second watch  
56  
57 MURPHY: What were your primary duty responsibilities while assigned to the  
58 Human Resources Division on 13 March 2014.  
59 SANDERS: I was both the administrative Sergeant of Human Resources and  
60 the Commanding Officer of the Random Drug Unit  
61  
62 MURPHY: On 13 March 2014 did you have a conversation with former  
63 Director of the Chicago Police Departments Human Resources  
64 Division, Tacey R. LADNER regarding Human Resources  
65 Division manager Virginia GARCIA?  
66 SANDERS: Yes  
67  
68 MURPHY: Did this conversation lead to the initiation of Log 1067989 for an  
69 allegation of insubordination against Ms. GARCIA?  
70 SANDERS: Yes  
71  
72 MURPHY: Please explain where and when you had this conversation and  
73 what was discussed?  
74 SANDERS: Director LADNER walked into the administrative Sergeants office  
75 where I was located and directed me to obtain a CR number on HR  
76 manager Virginia GARCIA. As far as I can recall that was on the  
77 13<sup>th</sup> of March. I really don't remember what time but based on the  
78 emails I am guessing that it was probably late morning. She told  
79 me that the CR number was for insubordination and that she would  
80 forward the email which had the conversation that had transpired  
81 between the two of them.  
82  
83 MURPHY: Was there anyone present for this conversation besides you and  
84 Ms. LADNER?  
85 SANDERS: No  
86  
87 MURPHY: Did Ms. LADNER provide you with any e-mail communications  
88 that took place between herself and Ms. GARCIA and if so have  
89 you brought those e-mails with you today?  
90 SANDERS: Yes and Yes  
91

Initials: TCS

Page 2 of 4

Log No.: 1067989  
Attachment No.: \_\_\_\_\_

INVESTIGATIONS DIVISION  
General Investigations Section

19 August 2014  
Log 1067989

92 MURPHY: I am going to show you what I received as part of this investigative  
93 file and is marked as attachment five. Is this what Ms. LADNER  
94 forwarded to you?  
95 SANDERS: Yes  
96  
97 MURPHY: Are there anymore e-mails other than these that you know of or  
98 that you received that may be pertinent to the investigation of this  
99 Log investigation?  
100 SANDERS: None that I know of.  
101  
102 MURPHY: I am going to show you the initiation report for Log 1067989  
103 which is attachment four of the investigative file. Please review it  
104 and tell me if this is the initiation report that you prepared?  
105 SANDERS: Yes it is  
106  
107 MURPHY: After preparing this report did you show it to Ms. LADNER so  
108 that she could read it prior to you actually calling the Independent  
109 Police Review Authority for the Log number? If so please state  
110 where and when this took place.  
111 SANDERS: No. What I did was I took the e-mails that she had forwarded to  
112 me and I met with her and pointed to the portions of the e-mail in  
113 which Ms. GARCIA had responded with "And you as well" and  
114 "Well, had I had the answer when you told me to do the A-form, I  
115 would not need it.". I asked Ms. LADNER if these where the  
116 portions that she wanted me to base the allegation of  
117 insubordination on and she said yes and add that she was  
118 disrespectful and unprofessional. I gave Ms. LADNER a copy of  
119 the report after I obtained the Log number.  
120  
121 MURPHY: After giving the report to Ms. LADNER did she ever approach you  
122 and tell you that it was inaccurate or that she wanted anything  
123 changed or added to the report.  
124 SANDERS: No  
125  
126 MURPHY: The date on the initiation report is 14 March 2014. Do you know  
127 why it is dated 14 March 2014 and not 13 March 2014?  
128 SANDERS: I honestly don't recall.  
129  
130 MURPHY: Did you ever hear Ms. LADNER tell Ms. GARCIA to see her  
131 when Ms. LADNER got into the office on 13 March 2014?  
132 SANDERS: No  
133  
134 MURPHY: And Ms. LADNER never told you to include Ms. GARCIA not  
135 coming to see her as an allegation in your initiation report?  
136 SANDERS: No she did not  
137

Initials: TCS

Page 3 of 4

Log No.: 1067989  
Attachment No.: \_\_\_\_\_

INVESTIGATIONS DIVISION  
General Investigations Section

19 August 2014  
Log 1067989

138 MURPHY: I've completed my interview at this time. Is there anything else  
139 that you would like to add to your statement?

140 SANDERS: No

141

142

143 MURPHY: After reading this statement consisting of 4 pages and finding it  
144 contains the responses you have given, will you sign it?

145 SANDERS: Yes

146


147 MURPHY: Statement concluded at 0935 hours.

148

149

150

151

  
Tracey C. SANDERS

152


153

154

155

156

157

  
Sergeant Michael P. MURPHY, Star 2029  
Investigations Division  
General Investigations Section

Initials: TCS

**FW: UNIT OF ASSIGNMENT**

Ladner, Tracey R.

**Sent:** Thursday, March 13, 2014 12:58 PM

**To:** Sanders, Tracey C.

---

Per our conversation

*Tracey R. Ladner  
Director  
Human Resources Division  
Chicago Police Department  
(312) 745-5300  
fax: (312) 745-6945  
Pax: 0521  
[tracey.ladner@chicagopolice.org](mailto:tracey.ladner@chicagopolice.org)*

---

**From:** Garcia, Virginia  
**Sent:** Thursday, March 13, 2014 8:09 AM  
**To:** Ladner, Tracey R.  
**Cc:** Jones, Cheryl M.  
**Subject:** RE: UNIT OF ASSIGNMENT

Well, had I had the answer when you told me to do the A-form, I would not need it.

*Virginia Garcia  
Manager  
Chicago Police Department  
Human Resources Division  
3510 S. Michigan Avenue - 4th Floor NE  
Chicago, IL 60653  
312-745-5310  
[Virginia.Garcia@chicagopolice.org](mailto:Virginia.Garcia@chicagopolice.org)*

---

**From:** Ladner, Tracey R.  
**Sent:** Thursday, March 13, 2014 7:08 AM  
**To:** Garcia, Virginia  
**Subject:** Re: UNIT OF ASSIGNMENT

And, btw, that's why I knew the answer to the question- you should have known it too

---

**From:** Garcia, Virginia  
**Sent:** Thursday, March 13, 2014 07:52 AM  
**To:** Ladner, Tracey R.  
**Cc:** Jones, Cheryl M.  
**Subject:** RE: UNIT OF ASSIGNMENT

And you as well.

*Virginia Garcia  
Manager  
Chicago Police Department  
Human Resources Division*

3510 S. Michigan Avenue - 4th Floor NE  
Chicago, IL 60653  
312-745-5310  
[Virginia.Garcia@chicagopolice.org](mailto:Virginia.Garcia@chicagopolice.org)

---

**From:** Ladner, Tracey R.  
**Sent:** Thursday, March 13, 2014 6:50 AM  
**To:** Garcia, Virginia  
**Cc:** Jones, Cheryl M.  
**Subject:** Re: UNIT OF ASSIGNMENT

Yet she works for you...

---

**From:** Garcia, Virginia  
**Sent:** Thursday, March 13, 2014 07:27 AM  
**To:** Ladner, Tracey R.  
**Cc:** Jones, Cheryl M.  
**Subject:** RE: UNIT OF ASSIGNMENT

Thank you. Yvette sent the order out last week.

Virginia Garcia  
Manager  
Chicago Police Department  
Human Resources Division  
3510 S. Michigan Avenue - 4th Floor NE  
Chicago, IL 60653  
312-745-5310  
[Virginia.Garcia@chicagopolice.org](mailto:Virginia.Garcia@chicagopolice.org)

---

**From:** Ladner, Tracey R.  
**Sent:** Wednesday, March 12, 2014 5:07 PM  
**To:** Garcia, Virginia  
**Cc:** Jones, Cheryl M.  
**Subject:** RE: UNIT OF ASSIGNMENT

I sent you a copy of the order you sent out last week

Tracey R. Ladner  
Director  
Human Resources Division  
Chicago Police Department  
(312) 745-5300  
fax: (312) 745-6945  
Pax: 0521  
[tracey.ladner@chicagopolice.org](mailto:tracey.ladner@chicagopolice.org)

---

**From:** Garcia, Virginia  
**Sent:** Wednesday, March 12, 2014 5:57 PM  
**To:** Ladner, Tracey R.  
**Cc:** Jones, Cheryl M.  
**Subject:** UNIT OF ASSIGNMENT

Any word on Unit of Assignment for Duffin, we would like to take packet to DHR with org chart completed.

Virginia Garcia  
Manager  
Chicago Police Department  
Human Resources Division  
3510 S. Michigan Avenue - 4th Floor NE  
Chicago, IL 60653  
312-745-5310  
Virginia.Garcia@chicagopolice.org



**NOTIFICATION OF CHARGES/ALLEGATIONS**

CHICAGO POLICE DEPARTMENT

GIVEN TO ACCUSED  
DATE

22 August 2014

TIME

1000H25

NAME OF ACCUSED	RANK	STAR NO.	EMPLOYEE NO.	UNIT OF ASSIGNMENT
Virginia GARCIA	Civ/Mgr	DNA	[REDACTED]	123

The law provides that if you are to be charged with a criminal offense or if the Department seeks separation, you are to be advised in writing of the specific illegal or improper acts alleged against or attributed to you.

Furthermore, Department policy provides that you have a right to be advised in writing of the names of complainants and allegations against you prior to any questioning of you concerning the allegation regardless of the nature of the allegation and even if the allegation is such that it will not result in the filing of criminal charges or the filing of separation charges.

Accordingly, you are advised that the following allegations have been made against you:

**COMPLAINANT(S)**

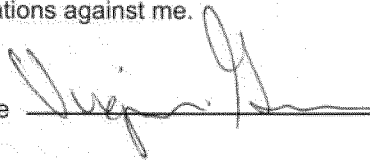
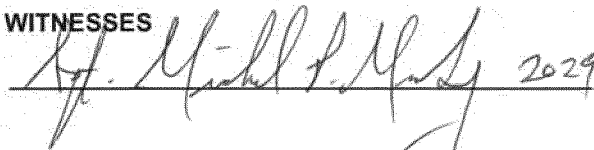
1. Director Of Human Resources Tracey LADNER (Retired) Unit 123, Employee [REDACTED]
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_

Allegation No.1: Tracey R. LADNER alleges that on 13 March 2014 between the hours of 0752 and 0809 the accused, Chicago Police Department Human Resources Manager Virginia GARCIA, Employee [REDACTED] was insubordinate in her e-mail messages to LADNER.

Allegation No. 2: Tracey R. LADNER alleges that on 13 March 2014 between the hours of 0700 and 1600 the accused, Chicago Police Department Human Resources Manager Virginia GARCIA, Employee [REDACTED] was insubordinate when after LADNER told the accused to meet with her when LADNER got into work on 13 March 2014 and the accused failed to do so.

I hereby acknowledge receipt in writing of the charges or allegations against me.

Signature

**WITNESSES**  
2029**DISTRIBUTION:  
COMPLAINT LOG INVESTIGATION**

Original to investigator's file.  
Copy to accused member.

COMPLAINT LOG NO. TYPE - CR

1067989

ATTACHMENT NO.

20

**ADMINISTRATIVE PROCEEDINGS RIGHTS**

(Statutory)

CHICAGO POLICE DEPARTMENT

GIVEN TO ACCUSED  
DATE

22 August 2014

TIME

1000 HRS

NAME OF ACCUSED

Virginia GARCIA

RANK

Civ/Mgr

STAR NO.

DNA

EMPLOYEE NO.

[REDACTED]

UNIT OF ASSIGNMENT

123

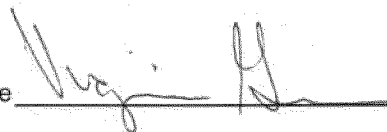
The law provides that you are to be advised of the following:

1. Any admission or statement made by you in the course of this hearing, interrogation or examination may be used as the basis for your suspension or as the basis for charges seeking your removal or discharge or suspension in excess of 30 days.
2. You have the right to counsel of your choosing to be present with you to advise you at this hearing, interrogation or examination and you may consult with counsel as you desire.
3. You have a right to be given a reasonable time to obtain counsel of your own choosing.
4. You have no right to remain silent. You have an obligation to truthfully answer questions put to you. You are advised that your statements or responses constitute an official police report.
5. If you refuse to answer questions put to you, you will be ordered by a superior officer to answer the questions.
6. If you persist in your refusal after the order has been given to you, you are advised that such refusal constitutes a violation of the Rules and Regulations of the Chicago Police Department and will serve as a basis for which your discharge will be sought.
7. You are further advised that by law any admission or statement made by you during the course of this hearing, interrogation or examination and the fruits thereof cannot be used against you in a subsequent criminal proceeding.

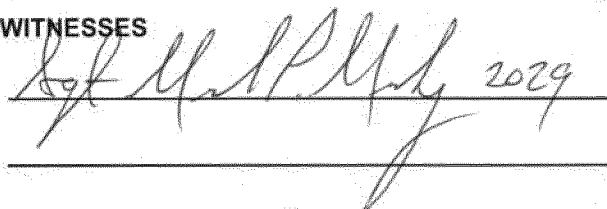
**NOTE:** Rule 14 of the Chicago Police Department's Rules and Regulations prohibits making a false report, written or oral. Making a false report, may result in separation from the Chicago Police Department.

I hereby acknowledge that I was informed of the above rights and Rule 14 of the Chicago Police Department's Rules and Regulations prior to interrogation.

Signature



WITNESSES

  
2029**DISTRIBUTION:  
COMPLAINT LOG INVESTIGATION**

Original to investigator's file.  
Copy to accused member.

COMPLAINT LOG NO. TYPE -CR

1067989

ATTACHMENT NO.

20

**WAIVER OF COUNSEL/REQUEST TO SECURE COUNSEL**  
**CHICAGO POLICE DEPARTMENT**

NAME OF ACCUSED	RANK	STAR NO.	UNIT OF ASSIGNMENT
Virginia GARCIA	Civ / Manager	DNA	123

☒ **WAIVER OF COUNSEL**

I, the undersigned, hereby acknowledge that I have received and read the charges/allegations against me and I knowingly and voluntarily wish to proceed with the hearing, examination or interrogation without having counsel of my own choosing present to advise me during this hearing, examination or interrogation.

Date-Time 22 Aug 14 - 1000 hrs Signature 

☐ **REQUEST TO SECURE LEGAL COUNSEL**

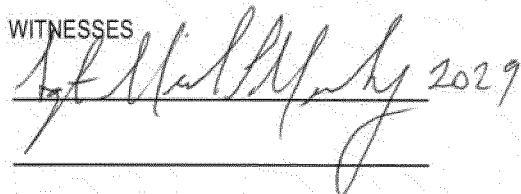
I, the undersigned, having been advised of my right to counsel of my own choosing at all hearings, examinations and interrogations in connection with the charges/allegations against me which have been given to me in writing and receipt of which is hereby acknowledged, elect to secure the services of counsel and agree to proceed with said hearing, examination or interrogation at

\_\_\_\_\_ hours, on \_\_\_\_\_, 20\_\_\_\_ in Room \_\_\_\_\_

\_\_\_\_\_ Chicago, Illinois, at which time said hearing, examination or interrogation shall be commenced. By placing my signature upon this statement, I affirm my wish to secure said counsel and agree to comply with Department hearing, examination or interrogation scheduled on the date aforesaid.

Date-Time \_\_\_\_\_ Signature \_\_\_\_\_

WITNESSES

 2029

**DISTRIBUTION**  
COMPLAINT REGISTER INVESTIGATION

Original to investigator's file  
Duplicate to affected member

CPD-44.106 (Rev. 6/06)

COMPLAINT REGISTER NO. 1067989

ATTACHMENT NO. 20

INVESTIGATIONS DIVISION  
General Investigations Section

22 August 2014  
Log 1067989

1 This is the statement of accused Civilian Manager of Police Personnel Virginia  
2 Garcia, Employee [REDACTED] Unit 123 relative to the following allegations:

3  
4 No. 1: Director of Chicago Police Department Human Resources Tracey R.  
5 LADNER alleges that on 13 March 2014 between the hours of 0752 and 0809  
6 the accused, Chicago Police Department Human Resources Manager Virginia  
7 GARCIA, Employee [REDACTED] was insubordinate in her e-mail messages to  
8 LADNER.

9  
10 No.2: Director of Chicago Police Department Human Resources Tracey R.  
11 LADNER alleges that on 13 March 2014 between the hours of 0700 and 1600  
12 the accused, Chicago Police Department Human Resources Manager Virginia  
13 GARCIA, Employee [REDACTED] was insubordinate when after LADNER told the  
14 accused to meet with her when LADNER got into work on 13 March 2014 and  
15 the accused failed to do so.

16  
17 Statement is being taken at the Bureau of Internal Affairs, Investigations Division,  
18 3510 S. Michigan Avenue, Chicago, Illinois.

19  
20 Questioned &

21 Typed by: Sergeant Michael P. MURPHY, Star # 2029, Unit 121

22  
23 Date, Time: 22 August 2014, 1000 hours

24  
25 MURPHY: What is your title, full name, employee number and unit of  
26 assignment?

27 GARCIA: Manager of Police Personnel, Employee [REDACTED] Unit 123

28  
29 MURPHY: What is your date of appointment to the Chicago Police  
30 Department?

31 GARCIA: DOA 16 Nov 1993

32  
33 MURPHY: How long have you been assigned to your present unit?

34 GARCIA: Since 1993

35  
36 MURPHY: Have you been advised in writing of the charges/allegations  
37 made against you, the name of the complainant, the date of  
38 the incident, and your administrative rights?

39 GARCIA: Yes

40  
41 MURPHY: Did you read and understand these charges/allegations and  
42 your rights?

43 GARCIA: Yes

44  
45 MURPHY: Are you accompanied by counsel/representative of your  
46 choosing, and if so, identify him/her for the record?

Initials: My

Page 1 of 4

Log No.: 1067989  
Attachment No.: \_\_\_\_\_

INVESTIGATIONS DIVISION  
General Investigations Section

22 August 2014  
Log 1067989

47 GARCIA: No  
48  
49 MURPHY: Do you understand that this is an official Police Department  
50 report and that any deviation from the truth could result in  
51 allegations or charges being placed against you?  
52 GARCIA: Yes  
53  
54 MURPHY: "Rule 14" of the Chicago Police Department's Rules and  
55 Regulations prohibits making false reports, whether written  
56 or oral. You may be separated from the Chicago Police  
57 Department if you make a false report. Do you understand?  
58 GARCIA: Yes  
59  
60 MURPHY: Are you ready to give your statement at this time?  
61 GARCIA: Yes, however this statement is not being given voluntarily,  
62 but under duress. I am only giving this statement because I  
63 know that I could lose my job if I refuse the direct order being  
64 given to me.  
65 *Were u HP?*  
66 MURPHY: ~~Where~~ you working on 13 March 2014 and if so what were  
67 your duty hours and in what capacity were you assigned?  
68 GARCIA: Yes, 0800-1600 hours, I was assigned as Manager of Police  
69 Personnel in the Human Resources Division of the Chicago  
70 Police Department.  
71  
72 MURPHY: Was Director LADNER your supervisor on 13 March 2014?  
73 GARCIA: Yes  
74  
75 MURPHY: Is Ms. LADNER currently employed with the Chicago Police  
76 Department?  
77 GARCIA: No she is retired.  
78  
79 MURPHY: I am going to show you attachment 5 of Log 1067989's  
80 investigative file. Do you recognize this as a series of e-  
81 mails that you and Ms. LADNER had on the 12<sup>th</sup> and 13<sup>th</sup> of  
82 March 2014 related to the Unit of assignment for "Duffin"?  
83 GARCIA: Some of them, yes.  
84  
85 MURPHY: On the e-mail of 12 March 2014 at 5:07pm, Ms. Ladner  
86 states "I sent you a copy of the order you sent out last  
87 week." Is that correct?  
88 GARCIA: Yes  
89  
90 MURPHY: On the e-mail of 13 March 2014 at 0727 hours you thank Ms.  
91 LADNER for informing you but say "██████" sent the order out  
92 last week.

Initials: W

Page 2 of 4

Log No.: 1067989  
Attachment No.: \_\_\_\_\_

INVESTIGATIONS DIVISION  
General Investigations Section

22 August 2014  
Log 1067989

93 MURPHY: There are several other exchanges between you and Ms.  
94 LADNER that Ms. LADNER believes you are being  
95 insubordinate. Did you at anytime mean to be disrespectful  
96 or unprofessional in your e-mails?  
97 GARCIA: No  
98  
99 MURPHY: Ms. LADNER also alleges that she told you to come see her  
100 when she got in the office on 13 March 2014. Is that true?  
101 GARCIA: Yes  
102  
103 MURPHY: Do you have any e-mails to that effect?  
104 GARCIA: Yes (Ms. GARCIA provided R/Sgt with additional e-mails  
105 than what was provided to him in attachment 5. These will  
106 be made part of this statement).  
107  
108 MURPHY: All the e-mails appear to be the same as those that are on  
109 attachment 5 except there are two additional e-mails  
110 regarding meeting with Ms. LADNER. On the e-mail of 13  
111 March 2014 at 7:07am Ms. LADNER sent you an e-mail that  
112 says "See me when I get in." On the e-mail of 13 March  
113 2014 at 7:14am Ms. LADNER sent you an e-mail that says "I  
114 will see you when I get in." Is this correct?  
115 GARCIA: Yes  
116  
117 MURPHY: Did Ms. LADNER ever come see you?  
118 GARCIA: No  
119  
120 MURPHY: Did you ever go see Ms. LADNER on 13 March 2014?  
121 GARCIA: Yes I went by her office on that day several times but she  
122 was not in the office.  
123  
124 MURPHY: I have completed my interview. Is there anything else that  
125 you would like to add at this time?  
126 GARCIA: Yes, I've worked for the Chicago Police Department for  
127 many years and have never been, nor have I ever been  
128 accused of being insubordinate to any supervisor. I don't  
129 believe there is any room in the workplace for  
130 insubordination. I wouldn't accept it from anyone that  
131 worked for me and certainly would not do it myself. I was  
132 quite frankly hurt and surprised that Ms. LADNER made this  
133 allegation against me as I've only ever represented myself in  
134 the most respectful and professional manner.  
135  
136 MURPHY: After reading this statement consisting of 4 pages and  
137 finding it contains the responses you have given, will you  
138 sign it?

Initials: W

Page 3 of 4

Log No.: 1067989  
Attachment No.: \_\_\_\_\_

INVESTIGATIONS DIVISION  
General Investigations Section

22 August 2014  
Log 1067989

139 GARCIA: Yes

140

141 MURPHY: Statement concluded at 10:30 hours.

142

143

144

145 Virginia GARCIA, Employee [REDACTED] Unit 123

146

147

148

149 Sergeant Michael P. MURPHY, Star 2029

150 Investigations Division

151 General Investigations Section

Initials: \_\_\_\_\_

Page 4 of 4

Log No.: 1067989  
Attachment No.: \_\_\_\_\_

CPD 0248381

**Garcia, Virginia**

---

**From:** Ladner, Tracey R.  
**Sent:** Thursday, March 13, 2014 7:07 AM  
**To:** Garcia, Virginia  
**Subject:** Re: UNIT OF ASSIGNMENT

See me when I get in

---

**From:** Garcia, Virginia  
**Sent:** Thursday, March 13, 2014 07:52 AM  
**To:** Ladner, Tracey R.  
**Cc:** Jones, Cheryl M.  
**Subject:** RE: UNIT OF ASSIGNMENT

And you as well.

*Virginia Garcia  
Manager  
Chicago Police Department  
Human Resources Division  
3510 S. Michigan Avenue - 4th Floor NE  
Chicago, IL 60653  
312-745-5310  
Virginia.Garcia@chicagopolice.org*

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**From:** Ladner, Tracey R.  
**Sent:** Thursday, March 13, 2014 6:50 AM  
**To:** Garcia, Virginia  
**Cc:** Jones, Cheryl M.  
**Subject:** Re: UNIT OF ASSIGNMENT

Yet she works for you...

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**From:** Garcia, Virginia  
**Sent:** Thursday, March 13, 2014 07:27 AM  
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Thank you. [REDACTED] sent the order out last week.

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**Sent:** Wednesday, March 12, 2014 5:07 PM  
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**Subject:** RE: UNIT OF ASSIGNMENT

8/20/2014

CPD 0248382



I sent you a copy of the order you sent out last week

*Tracey R. Ladner*  
*Director*  
*Human Resources Division*  
*Chicago Police Department*  
*(312) 745-5300*  
*fax: (312) 745-6945*  
*Pax: 0521*  
*[tracey.ladner@chicagopolice.org](mailto:tracey.ladner@chicagopolice.org)*

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**From:** Garcia, Virginia  
**Sent:** Wednesday, March 12, 2014 5:57 PM  
**To:** Ladner, Tracey R.  
**Cc:** Jones, Cheryl M.  
**Subject:** UNIT OF ASSIGNMENT

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8/20/2014

CPD 0248383

## Garcia, Virginia

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**Sent:** Thursday, March 13, 2014 7:14 AM  
**To:** Garcia, Virginia  
**Subject:** Re: UNIT OF ASSIGNMENT

I will see you when I get in

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**From:** Garcia, Virginia  
**Sent:** Thursday, March 13, 2014 08:08 AM  
**To:** Ladner, Tracey R.  
**Cc:** Jones, Cheryl M.  
**Subject:** RE: UNIT OF ASSIGNMENT

Well, had I had the answer when you told me to do the A-form, I would not need it.

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8/20/2014

CPD 0248385

## Garcia, Virginia

**From:** Ladner, Tracey R.  
**Sent:** Wednesday, March 12, 2014 5:03 PM  
**To:** Garcia, Virginia  
**Subject:** RE: UNIT OF ASSIGNMENT

**Importance:** High

Wasn't [REDACTED] on the email where [REDACTED] and [REDACTED] were moved?

*Tracey R. Ladner*  
*Director*  
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8/20/2014

CPD 0248386

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8/20/2014

CPD 0248387

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8/20/2014

CPD 0248388

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8/20/2014

CPD 0248389

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8/20/2014

CPD 0248390



**Investigations Division  
General Investigations Section**

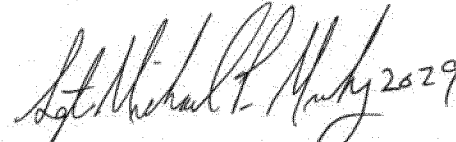
**25 August 2014  
Log 1067989**

To: Lieutenant Edwin J. KAUP Jr. Star 771  
Commanding Officer  
General Investigations Section

From: Sergeant Michael P. MURPHY, Star 2029  
Investigations Division  
General Investigations Section


Subject: Completion of Log 1067989

The following investigation is complete and submitted for approval.



Sergeant Michael P. MURPHY #2029  
Investigations Division  
General Investigations Section

Approved:

62 SEP 19  
  
Case Management Supervisor  
Investigations Division  
General Investigations Section

# SUMMARY REPORT DIGEST

## CHICAGO POLICE DEPARTMENT

LOG NO  
1067989TYPE  
CRDATE OF REPORT  
25-AUG-2014

INSTRUCTIONS: To be used in all cases that are to be classified as either EXONERATED, UNFOUNDED, NOT SUSTAINED, NO AFFIDAVIT, or in SUSTAINED cases where the Disciplinary Recommendation does not exceed Five (5) DAYS SUSPENSION.

TO: DEPUTY SUPERINTENDENT, BUREAU OF PROFESSIONAL STANDARDS  
ATTENTION: CHIEF, INTERNAL AFFAIRS DIVISION

FROM - INVESTIGATOR'S NAME	RANK	STAR NO	EMPLOYEE NO	UNIT ASSIGNED	UNIT DETAILED
MURPHY, MICHAEL	9171	2029		121	

REFERENCE NOS.(LIST ALL RELATED C.L., C.B., I.R., INVENTORY NOS., ETC., PERTINENT OF THIS INVESTIGATION)

INCIDENT ADDRESS: 3510 S. MICHIGAN AVE, CHICAGO, IL 60653	DATE / TIME: 13-MAR-2014 07:03	BEAT: 213
---	--------------------------------	-----------

### ACCUSED

NAME	RANK	STAR NO	EMP NO	UNIT ASSIGNED	UNIT DETAILED	SEX/RACE	DOB	APPOINTED DATE	ON DUTY ?	SWORN ?
GARCIA, VIRGINIA	1329	DNA		123	DNA	F / S		16-NOV-1993	YES	NO

### REPORTING PARTY

NAME	ADDRESS*	CITY STATE	TELEPHONE	SEX / RACE	DOB / AGE
SANDERS, TRACEY	RANK: 9171, STAR NO: 1271, EMP NO:			F / BLK	

### VICTIMS

NAME	ADDRESS*	CITY STATE	TELEPHONE	SEX / RACE	DOB / AGE
LADNER, TRACEY	RANK: 9759 STAR NO: , EMP NO#			F / BLK	

### WITNESSES

NAME	ADDRESS*	CITY STATE	TELEPHONE	SEX / RACE	DOB / AGE
------	----------	------------	-----------	------------	-----------

\* IF CPD MEMBER, LIST RANK, STAR, EMPLOYEE NOS. IN ADDRESS, PAX/BELL IN TELEPHONE BOX.

### ALLEGATIONS

NOTE: Log "Type" is classified CR – sworn affidavit not required.

#### Allegation No. 1:

Director of Chicago Police Department Human Resources Tracey R. LADNER alleges that on 13 March 2014 between the hours of 0752 and 0809 the accused, Chicago Police Department Human Resources Manager Virginia GARCIA, Employee [REDACTED] was insubordinate in her e-mail messages to LADNER.

#### Allegation No. 2:

Director of Chicago Police Department Human Resources Tracey R. LADNER alleges that on 13 March 2014 between the hours of 0700 and 1600 the accused, Chicago Police Department Human Resources Manager Virginia GARCIA, Employee [REDACTED] was insubordinate when after LADNER told the accused to meet with her when LADNER got into work on 13 March 2014 and the accused failed to do so.

## SUMMARY

See Attached

## ATTACHMENTS

INVESTIGATIVE REPORTS - SUPPORTING ALLEGATIONS LIST ATTACHMENTS NUMBER	INVESTIGATIVE REPORTS - SUPPORTING ACCUSED MEMBERS(S) LIST ATTACHMENTS NUMBER:	PHYSICAL EVIDENCE LIST ATTACHMENTS NUMBERS:	TOTAL NUMBER OF ATTACHMENTS SUBMITTED WITH THIS FILE:
0	5, 14, 19, 21	0	21

## FINDINGS - RECOMMENDATIONS

Accused: Civilian Human Resource Manager Virginia GARCIA, Employee [REDACTED] Unit 123  
Allegation No. 1: Unfounded  
Allegation No. 2: Unfounded  
Recommendation: Case to be closed, no disciplinary action.

DATE INITIATED  
(Date incident was received for investigation)

25-MAR-2014

DATE COMPLETED (Date of this report)

25-AUG-2014

ELAPSED TIME  
(Total time expressed in days)

153

Investigator will initiate the Command Channel Review form by  
completing the Investigator's Section.

INVESTIGATOR'S SIGNATURE

*Det. Michael P. Hardy* 2029

IF NECESSARY, USE AN 8 1/2 x 11" SHEET OF WHITE PAPER TO CONTINUE ANY ITEM.

R/Sgt was assigned the investigation of Log 1067989 (A-1). A review of the investigative file showed it to include an initiation report and copies of e-mails (A-4 and 5). The initiation report was prepared by Reporting Party, Sergeant Tracey SANDERS, Star 1271 of Unit 123, the Human Resources Division. Sgt. SANDERS states that she was informed by the victim, Director of Human Resources Tracey LADNER (Now retired), that on 13 March 2014 she had an e-mail dialogue with the accused, Human Resources Manager Virginia GARCIA in which LADNER alleged that GARCIA was insubordinate in her e-mail conversation (A-14). Based simply on the text of the e-mails R/Sgt saw no language used that would rise to the level of an insubordination allegation (A-5). On 01 April 2014 R/Sgt notified GARCIA that she was the subject of a Log investigation (A-6). On 03 July 2014 R/Sgt attempted to make contact with LADNER at her new place of employment (A-7,8,9,10). R/Sgt received a telephone call from LADNER on 01 August 2014 stating that she was still interested in providing a statement related to her allegations. An appointment was scheduled for 11 August 2014 at 1000 hours (A-11). LADNER called on 11 August 2014 and asked to reschedule the appointment to 13 August 2014 at 0730 hours (A-12). On 11 August 2014 R/Sgt sent a Bureau of Administration Service Request seeking to obtain e-mails between LADNER and GARCIA from 12 through 14 March 2014 (A-13).

R/Sgt interviewed LADNER on 13 August 2014 at the Bureau of Internal Affairs. LADNER stated that on the date she made her allegation against GARCIA that LADNER had been the Director of Human Resources and GARCIA'S supervisor. LADNER stated that her employment with the Chicago Police Department ended on 04 April 2014. LADNER stated that she felt that at a point in the e-mail dialogue that GARCIA started engaging her in a "tit for tat", essentially responding to LADNER in a similar manner to the way in which LADNER was conversing with her. LADNER stated that she thought she remembered sending GARCIA an e-mail that told GARCIA to see her when she got into work on 13 March 2014 but LADNER could not provide such an e-mail. R/Sgt showed LADNER the initiation report prepared by Sgt. SANDERS and she stated that she had reviewed the initiation report either before or after Sgt. SANDERS had obtained the Log number. Nowhere in the initiation report is there any mention of LADNER telling GARCIA to meet with her.

On 14 August 2014 R/Sgt sent a notification of Witness Statement Required to Sgt. SANDERS with a scheduled interview date and time of 19 August 2014 at 0900 hours (A-15).

On 14 August 2014 R/Sgt notified GARCIA of her scheduled interview date and time and served her with her Notification of Charges / Allegations, Administrative Proceedings Rights, and Waiver of Counsel/Request to Secure Counsel forms (A-16 and 17).

On 14 August 2014 R/Sgt received an e-mail from the Public Safety Information Technology section that stated they could not currently retrieve department members e-mails do to work being done on the server and they could not provide a time frame in which the work would be completed (A-18).

On 19 August 2014 R/Sgt interviewed Sgt. SANDERS. Sgt. SANDERS stated that on 13 March 2014 LADNER had directed her to get a Log number for insubordination against GARCIA based on e-mails that she would forward to her. After receiving these e-mails Sgt. SANDERS approached LADNER to be clear that LADNER wanted her to obtain a log number for insubordination on this series of e-mails and LADNER said yes. Sgt. SANDERS stated that she never heard LADNER tell GARCIA to see her when she arrived in the office on 13 March 2014. R/Sgt asked Sgt. SANDERS to review the e-mails that were provided with the investigative files as attachment five. R/Sgt asked Sgt. SANDERS if these included all the e-mails that LADNER had sent to

her and she said yes. These e-mails correspond with e-mails that Sgt. SANDERS brought to her interview which were included as part of her statement. Sgt. SANDERS stated that after obtaining the log number she gave a copy of the completed initiation report to LADNER. Sgt. SANDERS stated that LADNER never made mention of her telling GARCIA to come see her and never said that GARCIA'S failure to see her should be an additional allegation against her. Nowhere in the e-mails that were forwarded to Sgt. SANDERS from LADNER is there any mention of GARCIA being told to come see LADNER when she got in the office on 13 March 2014 (A-19).

Prior to being interviewed on 22 August 2014 GARCIA was again provided with her Notification of Charges / Allegations, Administrative Proceedings Rights, and Waiver of Counsel/Request to Secure Counsel forms (A-20). During GARCIA'S interview she was shown the e-mails in attachment five. GARCIA stated that those were the e-mails that she brought with her but she also provided R/Sgt with two additional e-mails from LADNER to GARCIA. The e-mail dated 13 March 2014 at 0707 hours states "See me when I get in." Then seven minutes later GARCIA received another e-mail from LADNER and this e-mail at 0714 hours said "I will see you when I get in." GARCIA stated that even though LADNER'S most recent e-mail said that LADNER would come see GARCIA, GARCIA still attempted to stop by LADNER'S office several times throughout the day on 13 March 2014 but LADNER was not in her office and LADNER never stopped by GARCIA'S office. GARCIA stated that she was not being insubordinate, disrespectful, or unprofessional in her e-mails. GARCIA stated that she had been a supervisor with the Chicago Police Department for many years and she had never been insubordinate nor accused of being insubordinate and most certainly was not being insubordinate with LADNER (A-21).

In reference to the first allegation, R/Sgt's investigation finds no insubordination on the part of the accused. GARCIA was respectful and professional in her e-mails to LADNER and therefore the first allegation is classified as unfounded. In reference to allegation number two, R/Sgt finds the allegation of LADNER lacking factual basis and therefore classifies this allegation as unfounded. First and foremost when LADNER told Sgt. SANDERS to obtain a Log number on GARCIA, Sgt. SANDERS stated that LADNER never mentioned anything about GARCIA being told to see her or failing to come see her. Both Sgt. Sanders and LADNER herself stated that LADNER reviewed the initiation report that Sgt. SANDERS submitted and she never told Sgt. SANDERS that the report was in error or missing any further allegations. LADNER forwarded e-mails to Sgt. SANDERS as the foundation of her allegations and none of those e-mails contained an e-mail related to LADNER telling GARCIA to come and see her. It was not until GARCIA came in for her interview that she, of her own accord, provided two additional e-mails from LADNER. The first e-mail on 13 March 2014 at 0707 hours from LADNER to GARCIA states "See me when I get in." Then seven minutes later GARCIA received another e-mail from LADNER and this e-mail at 0714 hours said "I will see you when I get in." Based on the message in the second e-mail, GARCIA could have simply waited for LADNER to come see her since the last e-mail from LADNER voided the first e-mail, but she didn't. Although she was under no obligation to go seek out LADNER, GARCIA states that she still made a point of trying to see LADNER several times during the day of 13 March 2014 but each time she visited LADNER was not in her office. R/Sgt finds both these allegations to be unfounded and recommends that this case be closed, no disciplinary action.

Attachments Log 1067989

No.	Type	No. of Pages	Narrative
1	FACE SHEET		
2	CONFLICT CERTIFICATION		
3	SWORN AFFIDAVIT FROM COMPLAINANT	1	NOT Required
4	INITIATION REPORT	1	Sgt. Sanders #1271
5	REPORT (OTHER)	2	E-mail messages from the accused and victim
6	REPORT (OTHER)	1	Log Investigation Notification to the Civilian Accused Virginia GARCIA 01 April 2014 To-From
7	ATTEMPT TO CONTACT	1	Complainant Tracey LADNER 03 Jul 2014
8	REPORT (OTHER)	2	Certified letter to LADNER 03 July 2014
9	CERTIFIED MAIL RECEIPT	1	
10	REPORT (OTHER)	1	Certified Letter Domestic Return Receipt
11	TELEPHONE CONTACT	1	Interview scheduled for 11 Aug 2014 with complainant Tracey LADNER
12	TO/FROM REPORT	1	Reschedule LADNER's appt. to 13 Aug 2014 at 0730 hours.
13	REPORT (OTHER)	2	B.A. Service request for emails between LADNER and GARCIA
14	INTERVIEW - VICTIM	4	Tracey LADNER
15	WITNESS NOTIFICATION FOR SANDERS, TRACEY		
16	REQUEST FOR INTERVIEW/STATEMENT/REPORT	1	Accused Virginia GARCIA
17	NOTIFICATION OF CHARGES/ALLEGATIONS	3	
18	TO/FROM REPORT	3	E-mails from PSIT stating that they could not fulfill R/Sgts B.A. Service request made in attachment 13.
19	INTERVIEW - WITNESS	7	Sgt Tracey SANDERS
20	NOTIFICATION OF CHARGES/ALLEGATIONS	3	
21	INTERVIEW - ACCUSED	13	Interview of Virginia GARCIA